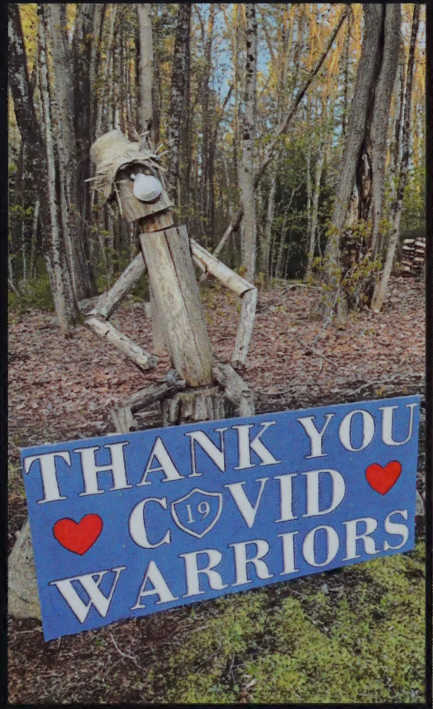


**ANNUAL REPORT OF THE OFFICERS
AND COMMITTEES OF THE
TOWN OF BROOKLINE, NEW HAMPSHIRE**

For Year Ending December 31, 2020



**LET YOUR VOICE
BE HEARD!**



**WITH REPORTS OF THE SCHOOL DISTRICT
For Year Ending June 30, 2020**

Cover photo credits:

“Together While Apart” back-to-school greeting: Brookline Parent Teacher Organization, by New England Yard Greetings.

Brookline Scarecrow art and photos: Cathy and Chris O’Keefe

Top photo and collage: Ann C Somers

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OVERVIEW OF 2021 BROOKLINE ANNUAL MEETINGS

Brookline voters have three annual meetings:

- ◆ Brookline School District Meeting (Grades K-6): Conducted virtually on **Monday, February 1st and Monday, February 8th, at 6:30pm**
- ◆ Brookline Town Meeting: **Saturday, March 27th 10am at CSDA**
- ◆ H/B Coop School District Meeting (Grades 7-12): **Sat., April 10th 10am at high school**

A 4th day (**Tuesday, March 9th, at CSDA**) is Election Day, when residents go to the polls to elect town/school officials as well as to vote on any other issues that require “ballot” voting. Brookline’s polls are open from 7:00 a.m. to 7:30 p.m.

Brookline’s School District Meeting and Town Meeting have different formats

New Hampshire law gives the voters (“the legislative body”) the choice of two formats by which to conduct the annual meeting of their school board and town (“the governing body”).

The Brookline Town Meeting, and the Coop, are conducted in the traditional town meeting format. The respective board publicly posts a list of subjects to be considered (“warrant”). At the meeting the individual subject matters appearing in the warrant (“articles”) are taken up one at a time. Motions are required to put the subject matter of the article on the floor. There is discussion, possible amendment of the motion, and, when discussion has ended, a vote to approve or disapprove. In that manner, the voters make their decisions for town and school governance.

The other meeting format under which a governing body can operate is referred to as the “Official Ballot Referenda” (RSA 40:13, also known as “SB 2”). The Brookline School District Meeting is conducted under this alternative format. The School Board posts a

warrant with a number of subject matter articles. During a typical year, at the “deliberative meeting,” the articles are individually raised, discussed and subject to amendment. However, the articles are not approved or disapproved at the meeting. Instead, the warrant articles in their final form are thereafter placed on the official ballot for voting on election day. The School District’s SB2 format also includes a “default budget” which becomes effective if the School District’s proposed budget is defeated on election day. The “default budget” is the prior year’s budget plus some non-discretionary expenses. In 2021, two virtual meetings took place in early February, which took the place of the “deliberative meeting”.

In both meetings, rudimentary parliamentary procedure tends to be followed, but is not mandatory. If you wish to speak, feel free to explain your intent at the microphone, and the Moderator will try to help. The Moderator conducts the meetings, but it is the voters’ meeting. The voters can overrule any decision the Moderator makes or any rule the Moderator establishes. The Moderator does have the right to have a disorderly person removed by a police officer (RSA 40:8).

In both meeting formats, the Moderator will take up one article at a time in the order in which they appear on the warrant. The voters can vote to change the order. The Moderator will announce the article number and read the article aloud.

At Town Meeting, the Moderator will ask for a motion under the article. The article itself is not a motion. The article serves only to give public notice of a matter to be discussed at the meeting. The motion under that article, which must be germane to the article, is what is to be discussed and decided. That is why, for example, the dollar amount in the article may be different from the amount in the motion made and to be considered under the article. After a motion is made, the Moderator will ask for a second. If seconded, the motion is open for discussion. Discussion can include motions to amend the original motion. Such a motion needs a second. After discussion, the voters vote on the motion as it exists.

The Moderator will begin discussion by asking a proponent of the motion or article to address it. The Moderator will seek input from the Finance Committee on budgetary issues. Voters wishing to speak to the motion/article must do so at the microphone. They must be recognized by the Moderator and address their comments to the Moderator. Each time they speak, speakers must clearly state their name and address. Discussion must be limited to the motion/article under consideration. Lack of civility or personalizing the discussion will be deemed out of order. Although the Moderator's rules don't include a specific maximum time per speaker, undue repetition and unreasonably monopolizing the microphone will be deemed out of order. Discussion ceases when no one wishes to speak, or when a "motion to move the question" is made, seconded and supported by a 2/3 majority.

Some annual meeting incidentals:

- **Warrant:** This is the meeting's subject matter agenda. It is set by the Selectboard/School Board and must be publicly posted before the meeting. It identifies the subjects that can be addressed. Those subjects and only those subjects are open for discussion.
- **Articles:** These are the individual subject matters listed on the warrant. The articles are ordinarily chosen by the Selectboard/School Board, but an article supported by the written petition of 25 registered voters in the requisite time must also appear in the warrant. The articles are taken up one at a time in the order in which they appear on the warrant, unless it is voted to change that order. A "special warrant article" is a separate article that proposes an appropriation for a specific limited purpose.
- **Line Item Budget Amendments:** The voters do not have the power to make binding amendments to specific line items in the town's/district's budget - RSA 32:3, V and RSA 32:10, I (e). While the voters have the right to reduce the overall operating budget, the Selectboard and School Board retain discretionary authority to move spending within their budgets - RSA 32:10. An exception to that rule is an appropriation under

a “special warrant article” which can only be used for that express purpose - RSA 32:10, I (d).

- **Cost Items:** “Cost items” are benefits acquired through collective bargaining - RSA 273-A:1, IV. The cost items in an article cannot be modified. They can be approved or disapproved. The NH Supreme Court has ruled that the future cost items of a multi-year collective bargaining agreement are binding in those future years if the future financial impact was disclosed and approved in the first year. Sanborn, 133 NH 513 (1990). Such cost items, therefore, are not subject to amendment or disapproval.
- **Non-Lapsing Appropriation:** This is an appropriation which creates an exception to the normal rule that an approved annual meeting appropriation expires after one fiscal year. By special warrant article, the voters can grant a governing body the authority to carry over an approved appropriation for up to 5 years - RSA 32:7.
- **Capital Reserve Fund:** A fund created for receipt and retention of non-lapsing appropriations for certain identified purposes including capital construction, maintenance, improvements or acquisition, and special education expenses. Unless an “agent” is appointed under the article, payments out from the fund require town vote - RSA 35.
- **Motion to Move the Question:** This is a motion to end the discussion on a pending motion/article. This motion must be seconded, is non-debatable, and requires a 2/3 majority. It is improper for a speaker to express an opinion and then to move to close discussion. If a motion to move the question is approved, discussion on the motion/article ceases; however, the practice has been that the voters in line at the microphone at that time will be heard, but will not be permitted to make any further motion.
- **Vote:** In Town meeting, when discussion is ended, the vote on a pending motion will usually require a simple majority vote to pass (with several exceptions such as a motion for a bond exceeding \$100,000, which by law requires a 3/5 majority and a ballot vote - RSA 33:8). Initially, the Moderator will usually ask for a “show of hands” vote. Those supporting the

motion will raise their index cards signifying their vote. Then those opposing the motion will raise their cards to signify their vote. If the Moderator deems the “show of hands” vote too close to call, a hand count will be conducted. The voters will be asked to raise their index cards again, and each vote will be counted by designated counters. After the vote, the Moderator will move on to the next article.

- **Written Ballot:** The Moderator must conduct a vote by written ballot if five identifiable voters, recognized at the meeting, provide the Moderator with a written request to do so before the vote - RSA 40:4-a, I, (a). If the result of a non-ballot vote is questioned immediately and before other business is begun, upon request of seven or more voters, the Moderator must retake the vote by written ballot - RSA 40:4-b. If the vote margin is less than 10%, upon the request of 5 voters, the Moderator must conduct a recount of a written ballot vote - RSA 40:4-a, I, (b).
- **Five Minute Rule:** A speaker’s remarks, other than the proponent of a motion, will ordinarily be limited to five minutes in duration.
- **Motion to Pass Over:** This motion has in practice been a proposal to take no action on a specific article and to simply proceed to the next article. The motion requires a second, is non-debatable, and requires a 2/3 majority.
- **Motion for Reconsideration:** This motion asks voters to reconsider any vote previously made at the meeting. This motion can only be made by a voter who had voted on the prevailing side of the previous vote, so as not serve as a simple “do over.” If such a motion is made and seconded, the discussion on this motion is limited to the reasons why the voters should reconsider the earlier vote. The approval of a motion for reconsideration requires the same majority as the original motion required. If passed, the prior vote is vacated and the original motion is again before the voters.
- **Motion to Restrict Reconsideration:** To discourage strategic late-night motions to reconsider, state statute created a motion to restrict reconsideration - RSA 40:10. This motion can be made at any time during the meeting relative to any previous

vote at the meeting. This motion needs a second, is debatable, and requires a simple majority. After such a motion is approved, if a motion for reconsideration of the subject original main motion is later approved, the reconsideration can only take place at a future, publicized reconvening of the meeting not sooner than seven days later. At our School District's SB2 meeting, a passed motion to restrict reconsideration means that there can be no reconsideration.

- **Motion to Appeal:** This is a motion by which a voter can appeal a rule or decision of the Moderator. It is a motion which can be made by anyone at any time by announcing a “point of order.” The motion requires a second, is debatable, and needs a simple majority.
- **Point of Order:** A voter may also rise and assert a “point of order” when the voter believes that a fundamental procedural error has occurred. Asserting a point of order is not to be misused as license to make whatever statement the speaker wishes to interject.
- **Motion to Adjourn:** This motion must be seconded, is not debatable and requires a simple majority. Although “adjourned” might suggest a future continuation, in practice it means to end the meeting. If at 11:00 pm it appears that all matters can be disposed of by midnight, the meeting will continue. If not, a motion to recess to an announced time and date will be entertained.

**Annual Town Report
Town Officers**

Town Clerk/Tax Collector
(By Ballot – 3 Year Term)

Patricia A. Howard-Barnett Term Expires 2023

Selectboard

(By Ballot - 3 Year Term)

Ronald Olsen Term Expires 2021
Brendan Denehy (Chair) Term Expires 2022
Drew Kellner Term Expires 2022
Edward Arnold (Vice-Chair) Term Expires 2023
Dana Ketchen Term Expires 2023
Tad Putney, Town Administrator
Sharon Sturtevant, Admin Assistant/Bookkeeper

Board of Assessors

(By Ballot - 3 Year Term)

Brett Hall Term Expires 2021
Peter A Cook Term Expires 2022
Pat Burke Term Expires 2023
Kristen Austin, Secretary

Finance Committee

(By Ballot - 3 Year Term)

Dennis Comeau Term Expires 2021
Brian Rater Term Expires 2022
Matthew Mailloux Term Expires 2023

Town Treasurer

(By Ballot - 1 Year Term)

Eric Bernstein Term Expires 2021

Moderator

(By Ballot - 2 Year Term)

Peter G Webb Term Expires 2022

Fire Wards

(By Ballot - 3 Year Term)

David Santuccio Term Expires 2021
David Flannery Term Expires 2022
David Joki Term Expires 2023

Cemetery Trustees

(By Ballot - 3 Year Term)

Ann Webb Term Expires 2021
Ann Somers Term Expires 2022
Brian Rater Term Expires 2023

Town Trustees

(By Ballot - 3 Year Term)

Clarence Farwell	Term Expires 2021
Rodney Lockwood (Chair)	Term Expires 2022
Melanie Levesque	Term Expires 2023
Sharon Sturtevant, Bookkeeper	

Library Trustees

(By Ballot - 3 Year Term)

Shannon Guay	Term Expires 2021
Edward Cook (Chair)	Term Expires 2022
Karen Jew	Term Expires 2022
David Partridge	Term Expires 2023
Kim Rogers	Term Expires 2023

Recreation Commission

(Appointed by Selectboard - 3 Year Term)

Yvonne Gutierrez	Term Expires 2021
Richard Vertullo	Term Expires 2021
Tom LaRochelle	Term Expires 2021
Jaye Duncan	Term Expires 2023
<i>Vacant Seat</i>	

Planning Board

(Appointed by Selectboard - 3 Year Term)

Alan Rosenberg (Co-Chair)	Term Expires 2021
Eric Bernstein (Co-Chair)	Term Expires 2022
Ronald Pelletier	Term Expires 2022
Brendan Denehy (Selectboard Representative)	Term Expires 2022
Christopher Duncan	Term Expires 2023
<i>2 Vacant Seats (Alternate)</i>	<i>Term Expires 2021</i>
<i>2 Vacant Seats (Alternate)</i>	<i>Term Expires 2022</i>
<i>1 Vacant Seat (Alternate)</i>	<i>Term Expires 2023</i>
Valerie Rearick, Town Planner	
Kristen Austin, Recording Secretary	

Board of Adjustment

(Appointed by Selectboard - 3 Year Term)

Peter Cook (Chair)	Term Expires 2021
Marcia Farwell (Vice-Chair)	Term Expires 2022
Webb Scales (Clerk)	Term Expires 2021
<i>2 Vacant Seats</i>	<i>Term Expires 2023</i>
Dave Partridge (Alternate)	Term Expires 2022
Charlotte Pogue (Alternate)	Term Expires 2023
<i>1 Vacant Seat (Alternate)</i>	<i>Term Expires 2021</i>
<i>1 Vacant Seat (Alternate)</i>	<i>Term Expires 2022</i>
<i>1 Vacant Seat (Alternate)</i>	<i>Term Expires 2023</i>
Kristen Austin, Secretary	

Conservation Commission

(Appointed by Selectboard - 3 Year Term)

Francis (“Buddy”) Dougherty (Chair)	Term Expires 2021
Ron Olsen (Selectboard Representative)	Term Expires 2021
Jay Chrystal (Vice Chair)	Term Expires 2022
Thomas Rogers	Term Expires 2022
Jerry Jaworski	Term Expires 2023
Eric Divirgilio (Alternate)	Term Expires 2023
Roy Wallen (Alternate)	Term Expires 2023
2 Vacant Seats (Alternate)	Term Expires 2021
1 Vacant Seat (Alternate)	Term Expires 2022
Kristen Austin, Secretary	

Supervisors of Checklist

(By Ballot - 6 Year Term)

Judy Cook	Term Expires 2021
Karen Roberts	Term Expires 2022
Linda Saari	Term Expires 2024

Police Chief

(Appointed by Selectboard)

William H. Quigley III
Donna Quigley, Administrative Assistant

Ambulance Chief

(Appointed by Selectboard)

Jeffrey Stewart

Fire Chief

(Appointed by Fire Wards)

Charles Corey, Sr.

Emergency Management Director

(Appointed by Selectboard)

David Coffey

Public Works Director

(Appointed by Selectboard)

Michael Wenrich

Building Inspector

(Appointed by Selectboard)

Romeo Dubreuil

Souhegan Regional Landfill District

(Appointed by Selectboard)

Gerald Farwell	Term Expires Oct. 2021
Eddie Arnold	Term Expires March, 2021

Commissioners, NRPC
(Appointed by Selectboard)

Tamara Sorrell
1 Vacant Seat

Term Expires Nov. 2021

Overseer of Public Welfare
(Appointed by Selectboard - 1 Year Term)

Rebecca Purdin

Term Expires Dec 2021

Forest Fire Warden
(Appointed by State)

Charles E. Corey, Sr.

Health Officer
(Appointed by State)

Abigail Reville

Term Expires Nov. 2021

Sexton
(Under Public Works)

Mike Wenrich

No Expiration

Federal Officials

Congressional Delegation:

Sen. Margaret Wood Hassan, 142 Main Street, Suite 520,
Nashua, NH 03060 Office phone: 880-3314

Sen. Jeanne Shaheen, 2 Wall Street, Suite 220, Manchester,
NH 03101
Office phone: 647-7500

Representative Second District:

Rep. Ann McLane Kuster, 184 Main Street, Suite 222, Nashua,
NH 03060
Office phone: 595-2006, Fax 595-2016

State Officials

Governor:

Christopher T. Sununu, State House, 107 N Main Street,
Concord 03301 Office phone: 271-2121, Fax 271-7640

State Senator: (District 12)

Kevin Avard

Senate Office: Statehouse, 107 N Main St, Rm 115, Concord
03301 Office phone: 271-3077
email: kevin.avard@leg.state.nh.us

Executive Council: (District 5)

David K. Wheeler – 523 Mason Road – Milford, NH 03055
Executive Council Office phone: 271-3632
email: David.K.Wheeler@nh.gov

Representatives to the General Court: (District 26)

John Lewicke, 928 Starch Mill Road, Mason, NH 03048-4003
Phone: 878-2610
email: Lewicke@yahoo.com

Diane Pauer, 12 Westview Road, Brookline, NH 03033
Phone: 801-5088
email: Diane.Pauer@leg.state.nh.us

**TOWN WARRANT
THE STATE OF NEW HAMPSHIRE**

**The Polls will be open from 7:00am to 7:30pm
Tuesday, March 9, 2021**

**Business meeting starts at 10:00am on
Saturday, March 27, 2021**

**At Captain Samuel Douglass Academy
24 Townsend Hill Road**

To the inhabitants of the Town of Brookline in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at the Captain Samuel Douglass Academy in said Brookline on Tuesday, the ninth (9th) day of March at 7:00am to act upon the following subjects:

- 1.) To choose all necessary Town Officers for the ensuing year.
- 2.) **(By Ballot at Meeting)** To see if the town will vote to raise and appropriate the sum of \$2.7 million (gross budget) for the purpose of constructing a public works facility adjacent to the transfer station at 38 North Mason Road (Lot C-12), and to authorize the issuance of not more than **\$2.7 million** of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the appropriation of an additional \$20,000 for said construction, said amount to be received from interest on bond proceeds and to authorize the Selectboard to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The sum to be bonded and repaid over 20 years is to include site development, construction and any items incidental to and/or necessary for said construction, architectural fees, professional service fees, original equipping and furnishing and cost of sale of the bonds. *(60% ballot vote required). 5-0 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)*
- 3.) To see if the Town will vote to raise and appropriate the sum of **\$5,396,096** to defray town charges for the ensuing year and make appropriation of the same. *4-1 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)*
- 4.) *(By Petition)* **(By Ballot at Meeting)** To see if the town shall adopt the provisions of RSA 32:14 to establish a municipal budget committee. *0-4-1 (not recommended by the Selectboard, with one abstention); 0-3 (not recommended by the Finance Committee)*
- 5.) **(By Ballot at Meeting)** To see if the Town will vote to direct 50% of the funds, received from Spectrum's Annual Cable Franchise Fee Payment, to the special revenue fund known as the "Cable Access Fund", which was created per RSA 31:95-c to pay expenses related to the Town's cable access channel, town website and the streaming of public meetings until changed by the legislative body and to raise and appropriate the sum of **\$22,657**, which represents 50% of the Cable Franchise Fee received by the Town in 2020, to be placed into the "Cable Access Fund". Said funds to come from the unassigned fund balance and not through taxation. *(A two-thirds majority is required for approval). 5-0 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)*
- 6.) To see if the Town will vote to raise and appropriate the sum of **\$144,871** to add to the previously established Public Works Equipment Capital Reserve Fund. Said funds to come from the unassigned fund balance and equal the 2020 Highway Block Grant the Town received. *4-1 (recommended by the Selectboard); 1-2 (not recommended by the Finance Committee)*

- 7.) To see if the Town will vote to raise and appropriate **\$60,000** to be deposited into the previously established Radio Capital Reserve Fund for the design and replacement of current radio equipment for emergency services and public works, or take any action relative thereto. *5-0 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)*
- 8.) To see if the Town will vote to raise and appropriate **\$45,000** to be deposited into the previously established Fire Truck Capital Reserve Fund for the purchase of a fire truck, or take any action relative thereto. *5-0 (recommended by the Selectboard); 2-1 (recommended by the Finance Committee)*
- 9.) To see if the Town will vote to raise and appropriate **\$16,590** to be deposited into the previously established Reappraisal Capital Reserve Fund for the costs of conducting the required town-wide revaluation every five years, or take any action relative thereto. *5-0 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)*
- 10.) To see if the Town will vote to raise and appropriate the sum of **\$10,000** to be deposited into the previously established Town Facilities Capital Reserve Fund to defray the costs of repairs to town buildings, or take any action relative thereto. *5-0 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)*
- 11.) To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Brookline Selectboard and Local 3657 of the American Federation of State, County, and the Municipal Employees, AFL-CIO Brookline Police Officer's Union which calls for the following increases in costs at current staffing levels and with 2021 pay increases effective April 1, 2021:
5-0 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)

<u>Year</u>	<u>Cost Increase</u>
2021	\$10,438
2022	\$24,461
2023	\$37,799
2024	\$11,068

- 12.) To see if the Town will vote to raise and appropriate the sum of \$45,000 in additional funds to construct a pedestrian bridge over the Nissitissit River on Mason Road and a sidewalk (including pedestrian bridge) on South Main Street (from Route 130 to the rail trail). Said appropriation will be offset by a Federal Transportation Alternative Program Grant in the amount of \$36,000 and **\$9,000** from general taxation. This will be a non-lapsing appropriation per RSA 32:7, IV. These funds will be used only if the funds provided by 2017 warrant article #7 and 2020 warrant article #13 are insufficient to complete the project. *4-1 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)*
- 13.) To see if the Town will vote to raise and appropriate the sum of **\$3,964** to be deposited into the Ambulance Service Expendable Trust Fund with said funds to come from the unassigned fund balance. The Selectboard and Ambulance Chief have already been voted agents to expend from this fund (1998 - Warrant Article #6). *5-0 (recommended by the Selectboard); 3-0 (recommended by the Finance Committee)*
- 14.) Shall the town modify the qualifications for the disabled exemption from property tax in the Town of Brookline, N.H., based on assessed value, to be: To qualify, the person must have been a New Hampshire resident for at least 5 consecutive years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least five consecutive years. In addition, the taxpayer must have a net income of not more than \$40,000 (an increase from \$30,000) or, if married, a combined net income of not more than \$70,000 (an increase from \$40,000); and own net assets not in excess

of \$200,000 (an increase from \$75,000), excluding the value of the person's residence. (RSA 72:39-b) 3-2 **(recommended by the Selectboard); 3-0 (recommended by the Finance Committee)**

- 15.) To see if the registered voters of the Town of Brookline will vote to discontinue, pursuant to RSA 231:43, 0.29 acres at the corner of Townsend Hill Road (to the west) and N.H. Route 13 (to the north) depicted as "AREA OF CLASS VI ROAD TO BE DISCONTINUED" on the plan entitled "Sketch Plan, Proposed Discontinuance, Class VI portion of Townsend Hill Road, Prepared for DECCO, Inc. Townsend Hill Road & N.H. Route #13, Brookline, New Hampshire, January 13, 2021", which plan is on file with the Town of Brookline, and to authorize the Selectboard to convey the Town's portion resulting from the discontinuance to DECCO, Inc., to become part of tax map parcel K-76, for a mutually agreed upon price following review by and recommendations from the planning board and conservation commission and two public hearings held by the Selectboard, per RSA 41:14-a.
5-0 (recommended by Selectboard)

- 16.) To see if the Town will vote to accept the following legacies:

- The sum of \$900 for the general maintenance of the Etlinger lots in Pine Grove Cemetery;
- The sum of \$900 for the general maintenance of the Dreyer lots in Pine Grove Cemetery; and
- The sum of \$900 for the general maintenance of the Thibeault lots in Pine Grove Cemetery

- 17.) *(By Petition)* To see if the town shall direct the Selectboard to rescind the Snow Plowing ordinance titled "Plowing of Snow into Roadways" and adopt a new ordinance "Plowing of Snow or Depositing of Debris into Roadways" as follows:

Plowing of Snow or Depositing of Debris into Roadways

To promote the safe and orderly passage of the motoring public on the Town's roads, free from obstructions and obstacles created by the removal or depositing of snow or other debris, the Town of Brookline hereby adopts the following ordinance on March 10, 2021. Pursuant to RSA 236:20, RSA 47:17, VII, and RSA 41:11, it shall be unlawful to deposit any debris or materials on any Town roads, including Class V and VI, or to plow, snow blow, or shovel snow across any and all Town roads, including Class V and VI, or to deposit snow within the traveled portion of Town roads.

Definitions:

Across Town Roads – shall mean pushing snow from one side to the other where snow would be deposited within the right-of-way of any road.

Traveled Portion – shall mean any part of the roadway in which vehicles would travel or within the shoulders of said roadway.

Any person who violates the provisions of this Plowing of Snow or Depositing of Debris into Roadways Ordinance shall be guilty of a violation, subject to a \$100 fine. Subsequent offenses shall be subject to a fine of up to \$500.

- 18.) *(By Petition)* Shall the town modify the Veteran's Tax Credit in accordance with RSA 72:28 II from its current tax credit of \$500 per year to \$750? 2-3 **(not recommended by the Selectboard); 0-3 (not recommended by the Finance Committee)**
- 19.) *(By Petition)* *(If warrant article #4 passes)* To see if the municipal budget committee shall consist of 5 members-at-large per RSA 32:15 I(a), shall be elected per RSA 32:15 III, and initial members shall be elected to one-year terms by means other than official ballot per RSA 32:15 III.
- 20.) *(By Petition)* Shall we adopt the provisions of RSA 32:5 V-b, requiring that the annual budget and all special warrant articles having a tax impact, as determined by the Selectboard, shall contain a notation stating the estimated tax impact of the article? The determination of the estimated tax impact shall be subject to approval by the governing body.

21.)*(By Petition)* By petition of 25 or more eligible voters of the town of Brookline, NH to see if the town will vote to urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the federal census, will ensure fair and effective representation of New Hampshire voters without gerrymandering.

Additionally, these voters ask the town of Brookline to urge the NH General Court to carry out the redistricting in a fair and transparent way through public meetings, not to favor a particular political party, to include communities of interest, and to minimize multi-seat districts.

The record of the vote approving this article shall be transmitted by written notice from the selectmen to state legislators representing Brookline, informing them of the demands from their constituents within 30 days of the vote.

22.)To transact any other business that may legally come before said meeting.

Given under our hands and seal this twenty-second (22nd) day of February 2021.

Brendan Denehy

Eddie Arnold

Ron Olsen

Drew Kellner

Dana Ketchen

Selectboard of Brookline

REFERENCE PLANS:

1. TOWN PLAN - TOWN MAP PARKS, LOCAL PARKS, NEWLY ESTABLISHED & REDESIGNED COMPACT PARKS, INCLUDING "NEW MAP PARKS" SOLELY AS PERMITTED UNDER 17-A:108, REVISED THROUGH 11-15-98 BY PLANNING OFFICES, AND SERVICES, INC., ON FILE AT THE TOWN OF BROOKLINE OFFICES.
2. TOWN OF LOTS - ANTHONY J. PARKER & BROOKLINE, N.H. - SCALE: PLAN 1/8" = 1' DATED 11/19/97 BY FRANK P. BROWN, INC., FORD PLAN 1487E.
3. TOWN MAPING PLAN - TOWN OF BROOKLINE - BROOKLINE, NH - SURVEY, INC., N.C.E.D. PLAN #1582E.
4. STATE OF NEW HAMPSHIRE - HIGHWAY DEPARTMENT - PLANS OF TOWN OF BROOKLINE - BROOKLINE ROAD - TOWN OF BROOKLINE - COUNTY OF ROCKINGHAM - 1945, REVISED THROUGH 12-7-45 BY N.H.D.A., ON FILE OCTOBER 27, 1945, REVISED THROUGH 12-7-45 BY N.H.D.A., ON FILE OCTOBER 27, 1945.
5. "PLANS" - SUBDIVISION PLAN OF LAND - A.B.A. REALTY TRUST - BROOKLINE, NH - SCALE: 1"=100', DATED MAY 24, 1974, BY FRANK P. BROWN, CIVIL ENGINEER & SURVEYOR, N.C.E.D. PLAN #1582E.

NOTES:

1. THE PURPOSE OF THIS PLAN IS TO DISCONTINUE THE CLASSES VI PORTION OF TOWNSEND HILL ROAD TO BE DISCONTINUED.
2. L.C.#281 DENOTES TAX MAP PAGE AND PARCEL NUMBER. THE BOUNDARY LINES SHOWN ON THIS PLAN ARE THE RESULT OF A BOUNDARY SURVEY BY THIS OFFICE.

GRAPHIC SCALE



REV.	DATE	DESCRIPTION	C/O	DR	CK
B					
A					



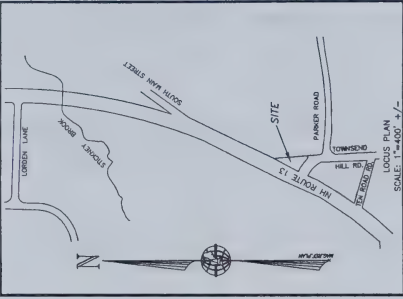
MERIDIAN
LAND SERVICES, INC.
 ENGINEERING | SURVEYING | PERMITTING
 SOFTWARE | CAD | DRAINAGE | EROSION
 CONTROL | WETLANDS | ASBESTOS
 BROOKLINE HILL ROAD, NEW HAMPSHIRE
 603-871-1584
 MERIDIANLANDSERVICES.COM

PROJ. NO: 2151002
 SCALE: 1" = 50'

JANUARY 13, 2021
 SHEET NO. 1 OF 1

SKETCH PLAN
PROPOSED DISCONTINUANCE
CLASS VI PORTION OF
TOWNSEND HILL ROAD
PREPARED FOR
DECCO, LLC
TOWNSEND HILL ROAD & N.H. ROUTE #13
BROOKLINE, NEW HAMPSHIRE

SCALE: 1" = 50'



Estimate of Tax Impact - 2021 Warrant Articles

Warrant Article	Amount	Estimated Tax Impact Per \$1,000 Value ¹	Est. Tax Impact for Assessed Home Value of:	
			\$300,000	\$450,000
Public Works Facility	(no tax impact in 2021 - first bond payment in 2022)			
Oper. Budget (net increase from 2020)	\$211,882	\$0.32	\$95	\$142
Public Works Equip. Cap. Res. Fund	\$144,871	\$0.22	\$65	\$97
Radio Capital Reserve Fund	\$60,000	\$0.09	\$27	\$40
Fire Truck Cap. Reserve Fund	\$45,000	\$0.07	\$20	\$30
Cable Access Fund	\$22,657	\$0.03	\$10	\$15
Reappraisal Capital Reserve Fund	\$16,590	\$0.02	\$7	\$11
Police Union Contract (2021 costs)	\$10,438	\$0.02	\$5	\$7
Facilities Capital Reserve Fund	\$10,000	\$0.01	\$4	\$7
Additional TAP Grant Funds	\$9,000	\$0.01	\$4	\$6
Totals:		\$0.79	\$237	\$356

¹ Assumes revenue flat and total valuation of \$670,989,733.

Comparison of Actual 2020 and Proposed 2021 Spending

Year	Annual Operating Budget	Warrant Articles Raising Money From Taxation	Total Spending	% Change
Actual 2020*	\$5,184,214	\$553,622	\$5,737,836	---
Proposed 2021	\$5,396,096	\$318,556	\$5,714,652	-0.4%

* Includes \$60,828.67 in unanticipated funds for first responder COVID stipends added to approved 2020 budget.

Summary of Proposed 2021 Town Budget

	2020				
	Appropriated	Actual Spending	% Expended	Proposed for 2021	% Change
General Government					
Executive	\$241,425	\$261,599	108%	\$250,450	3.7%
Election & Registration	\$11,600	\$8,703	75%	\$5,850	-49.6%
Financial Administration	\$213,300	\$204,777	96%	\$209,147	-1.9%
Revaluation of Property	\$32,902	\$36,008	109%	\$33,020	0.4%
Legal Expenses	\$35,000	\$26,467	76%	\$35,000	0.0%
Personnel Administration	\$648,116	\$554,055	85%	\$680,201	5.0%
Planning & Zoning	\$68,900	\$41,036	60%	\$48,951	-29.0%
General Government Building	\$243,498	\$216,170	89%	\$214,205	-12.0%
Cemeteries	\$18,000	\$18,000	100%	\$18,000	0.0%
Insurance	\$83,750	\$83,819	100%	\$88,446	5.6%
Regional Association	\$3,958	\$3,958	100%	\$3,989	0.8%
Cable Access Fund	\$27,795	\$28,744	103%	\$17,095	-38.5%
Public Safety					
Police Department*	\$920,593	\$860,973	94%	\$946,963	2.9%
Ambulance Service*	\$283,114	\$232,177	82%	\$255,389	-9.8%
Fire Department*	\$401,746	\$400,622	100%	\$589,064	46.6%
Building Inspection	\$38,925	\$38,131	98%	\$39,675	1.9%
Emergency Management	\$21,500	\$16,328	76%	\$21,500	0.0%
Communications	\$121,908	\$121,026	99%	\$125,362	2.8%
Highways & Streets					
Highways & Streets (w/ lights)	\$733,608	\$606,649	83%	\$777,802	6.0%
Sanitation					
Solid Waste Disposal	\$334,311	\$339,587	102%	\$358,791	7.3%
Health					
Pest Control	\$200	\$0	0%	\$200	0.0%
Health Agencies	\$24,840	\$24,090	97%	\$24,640	-0.8%
Welfare					
Direct Assistance	\$15,000	\$16,586	111%	\$15,000	0.0%
Culture & Recreation					
Parks & Recreation	\$39,750	\$37,647	95%	\$41,350	4.0%
Library	\$276,993	\$276,994	100%	\$279,072	0.8%
Patriotic Purposes	\$9,825	\$5,342	54%	\$5,013	-49.0%
Conservation and Development					
Conservation	\$43,840	\$20,446	47%	\$43,940	0.2%
Economic Development	\$3,900	\$1,134	29%	\$1,400	-64.1%
Debt Service					
Principal - Long-term Bonds	\$205,000	\$205,000	100%	\$195,000	-4.9%
Interest - Long-term Bonds	\$80,917	\$80,916	100%	\$71,581	-11.5%
Total Operating Budget:	\$5,184,214	\$4,766,984	92%	\$5,396,096	4.1%
				Year over year change:	\$211,881
				Portion of change due to new fire truck:	\$201,687
					3.9%

* Unanticipated revenue and expenses added to approved 2020 budget for COVID-19 stipends.

Annual Revenue

Estimated and Actual for 2020 and Estimated for 2021

	2020 Estimated Revenue	2020 Actual Revenue	Estimated Revenue 2021
Sources of Revenue			
Yield/Timber Taxes	\$10,000	\$6,543	\$10,000
Gravel Tax	\$0	\$0	\$0
Interest on Tax Liens	\$20,000	\$28,650	\$25,000
Interest on Late Taxes (Before Lien)	\$15,000	\$25,126	\$20,000
Licenses, Permits & Fees			
Motor Vehicle Permit Fees	\$1,209,417	\$1,247,558	\$1,250,000
From State			
Meals & Rooms Tax	\$271,000	\$272,597	\$271,000
Highway Block Grant	\$147,000	\$144,871	\$145,000
Additional State Aid Grant	\$48,750	\$48,617	\$0
2017 TAP-2 Project (reimbursed portion)	\$625,000	\$10,065	\$800,000
COVID-19: GOFERR	\$0	\$126,347	\$0
Income from Departments	\$321,543	\$341,260	\$304,744
Miscellaneous Revenues			
Cable Fees	\$46,000	\$45,314	\$46,000
Off-Site Improvements	\$0	\$24,650	\$15,000
Interest on Deposits	\$15,000	\$16,411	\$15,000
Sale of Town Histories	\$1,000	\$1,023	\$250
Pistol Permits	\$0	\$180	\$200
Sale of Town Property	\$0	\$4,429	\$0
Miscellaneous	\$0	\$340	\$0
Interfund Operating Transfers			
Unreserved Fund Balance, Amb. Expen.	\$3,877	\$3,964	\$4,000.00
Total Revenues	\$2,733,587	\$2,347,945	\$2,906,194
Land Use Change Tax (to Cons. Fund)		\$301,599	

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
EXECUTIVE			
Revenue:			
Administration	\$100.00	\$1,428.56	\$100.00
Total Revenue:	100.00	1,428.56	100.00
Expenses:			
Chair of Selectboard	2,200.00	2,200.00	2,200.00
Selectboard Members(4)	7,000.00	7,000.00	7,000.00
Overseer of Welfare	6,000.00	6,000.00	6,000.00
Fire Wards (3)	3,000.00	3,000.00	3,000.00
Moderator	100.00	100.00	100.00
Health Officer	1,100.00	1,100.00	1,100.00
Dues	4,900.00	4,928.00	4,900.00
Conventions, Meetings & Training	150.00	140.00	150.00
Notices	750.00	504.40	750.00
Contracted Services:			
Tax Maps	1,500.00	1,900.00	0.00
Town Report	1,900.00	1,895.87	2,000.00
Payroll Service	9,600.00	8,363.44	9,000.00
Travel	125.00	143.92	150.00
Office Salaries	187,000.00	194,184.26	198,000.00
Office Equipment	500.00	210.97	500.00
Miscellaneous	500.00	15,053.51	500.00
Auditors	15,000.00	14,875.00	15,000.00
Health Officer Expenses	100.00	0.00	100.00
Total Expenses:	241,425.00	261,599.37	250,450.00
Net Tax Appropriation:	241,325.00	260,170.81	250,350.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
ELECTION & REGISTRATION			
Revenue:			
Administrative	\$0.00	\$362.00	\$0.00
Total Revenue:	0.00	362.00	0.00
Expenses:			
Supervisors of Checklist (3)	1,800.00	1,800.00	450.00
Ballots	900.00	813.25	900.00
Salaries - Clerks and Counters	1,600.00	2,125.00	400.00
Supplies & Postage	800.00	468.24	1,200.00
COVID-19 PPE	0.00	0.00	1,000.00
Notices	100.00	27.60	100.00
Software Support	6,400.00	3,469.00	1,800.00
Total Expenses:	11,600.00	8,703.09	5,850.00
Net Tax Appropriation:	11,600.00	8,341.09	5,850.00
FINANCIAL ADMINISTRATION			
Revenue:			
Administrative	40,446.00	37,437.50	39,550.00
COVID Reimbursement	0.00	2,658.54	0.00
Total Revenue:	40,446.00	40,096.04	39,550.00
Expenses:			
Chair of Assessors	1,200.00	1,200.00	1,200.00
Assessors (2)	2,000.00	2,000.00	2,000.00
Treasurer	4,500.00	4,500.00	4,500.00
Office Equipment Maintenance	4,500.00	4,125.56	4,500.00
Office Supplies	3,500.00	4,057.59	4,000.00
Postage	2,400.00	5,476.00	3,200.00
Recording Fees	200.00	26.00	200.00
Communications	3,500.00	4,196.22	4,200.00
Internet Access	4,350.00	4,541.25	4,600.00
T. Clerk/T. Collector's Office - Salaries	97,285.00	91,981.70	106,052.00
T. Clerk/T. Collector's Office - Expenses	22,645.00	23,882.26	23,575.00
Preservation of Town Records	2,400.00	0.00	2,300.00
IT Support	64,820.00	58,790.04	48,820.00
Total Expenses:	213,300.00	204,776.62	209,147.00
Net Tax Appropriation	172,854.00	164,680.58	169,597.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
REVALUATION OF PROPERTY			
Revenue:			
Administrative	\$0.00	\$0.00	\$0.00
Total Revenue:	0.00	0.00	0.00
Expenses:			
Vouchered Expenses	20.00	20.00	20.00
Registry of Deeds	1,200.00	231.00	1,200.00
Equipment & Software	2,913.00	2,883.00	2,913.00
Contract Assessing; Cyclical Inspections	26,504.00	30,672.02	26,504.00
Online Assessing Data	2,265.00	2,202.00	2,383.00
Revaluation (next in 2023)	0.00	0.00	0.00
Total Expenses:	32,902.00	36,008.02	33,020.00
Net Tax Appropriation:	32,902.00	36,008.02	33,020.00
LEGAL			
Total Expenses:	35,000.00	26,467.14	35,000.00
Net Tax Appropriation:	35,000.00	26,467.14	35,000.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
PERSONNEL ADMINISTRATION			
Revenue:			
NH Retirement Refund	0.00	175.06	0.00
IRS Refund	0.00	271.87	0.00
HealthTrust Refund	0.00	180.36	0.00
Total Revenue:	0.00	627.29	0.00
Expenses:			
Health Insurance	290,592.00	236,754.06	263,800.00
NH Retirement	294,141.00	252,662.41	348,800.00
FICA/Medicare	41,424.00	45,216.37	45,000.00
Dental	9,758.00	8,193.49	9,200.00
Long Term Disability	3,500.00	3,175.87	3,500.00
Short Term Disability	6,600.00	6,356.46	8,000.00
Life Insurance	2,100.00	1,696.00	1,900.00
Unemployment Benefits	1.00	0.00	1.00
Total Expenses:	648,116.00	554,054.66	680,201.00
Net Tax Appropriation	648,116.00	553,427.37	680,201.00

2021 Health Insurance and NH Retirement Costs by Department:

Department	Health Insur.	NH Retirem.	Total
Town Hall	52,711.39	43,313.76	96,025.15
Police Department	147,906.62	207,633.14	355,539.76
Fire Department	23,841.92	44,750.64	68,592.56
Ambulance	23,602.08	16,314.49	39,916.57
Public Works	15,734.78	14,799.11	30,533.90

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
PLANNING & ZONING			
Revenue:			
Administrative - Planning Board	\$12,000.00	\$16,377.29	\$10,000.00
Administrative - Zoning Board	750.00	1,225.50	750.00
Total Revenue	12,750.00	17,602.79	10,750.00
Expenses:			
Consulting Services - NRPC	5,000.00	0.00	1.00
Town Planner	50,000.00	28,881.22	29,600.00
Legal Expenses	800.00	0.00	500.00
Planning Consulting	0.00	2,445.00	8,000.00
Engineering Consulting	12,000.00	8,979.84	10,000.00
Training & Education	100.00	88.00	100.00
Recording Fees	250.00	338.15	400.00
Office Supplies & Equipment	0.00	18.05	50.00
Notices	250.00	286.20	300.00
CIP & Master Plan Update	0.00	0.00	0.00
Registry of Deeds	500.00	0.00	0.00
Total Expenses:	68,900.00	41,036.46	48,951.00
Net Tax Appropriation	56,150.00	23,433.67	38,201.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
GENERAL GOVERNMENT BUILDINGS			
Revenue:	\$8,000.00	\$5,715.00	\$8,000.00
Brookline Chapel	\$0.00		
Brusch Hall	\$0.00		
Town Hall	\$0.00		
Fire Station	\$0.00		
Expenses			
Outside Services/Facility Evaluation	25,000.00	8,344.78	10,000.00
Cleaning Supplies (new for 2021)	0.00	0.00	1,700.00
Town Hall:			
Propane for Generator	100.00	21.10	100.00
Fuel Oil	4,398.00	3,025.73	3,000.00
Electricity	5,775.00	6,077.31	6,000.00
Custodial	6,400.00	4,125.00	5,400.00
Maint. & Improvements	20,080.00	22,301.26	18,880.00
Equipment	1.00	0.00	1.00
Elevator	1,500.00	1,257.00	1,500.00
Annex:			
Electricity	260.00	257.32	260.00
Maintenance & Improvements	700.00	482.52	5,700.00
Safety Complex:			
Propane	5,870.00	3,538.88	5,635.00
Electricity	12,330.00	12,165.89	12,330.00
Cleaning Supplies	900.00	288.25	0.00
Maintenance & Improvements	59,716.00	70,644.41	20,578.00
Custodial	3,500.00	6,436.59	7,700.00
Library:			
Propane	2,998.00	1,617.50	2,878.00
Electricity	4,000.00	3,203.60	4,000.00
Custodial	6,500.00	2,624.97	7,700.00
Maintenance & Improvements	6,855.00	1,877.37	25,205.00
Elevator	1,500.00	1,913.00	1,500.00
Lease on Land	8,500.00	8,500.00	0.00
Loam & Seed Parking Area	0.00	0.00	4,500.00
Fire Station:			
Fuel Oil/Propane	9,000.00	3,999.37	6,000.00
Electricity	6,000.00	5,391.38	6,000.00
Maintenance & Improvements	39,313.00	42,578.41	35,336.00
BPW Garage			
Furnishing, equip. & utilities (if bond approved)			10,000.00
Brookline Chapel			
Fuel Oil	1,980.00	1,107.27	1,980.00
Electricity	432.00	392.49	432.00
Maintenance & Improvements	4,085.00	467.02	4,085.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
Brusch Hall			
Fuel Oil	880.00	299.44	880.00
Electricity	885.00	1,017.73	885.00
Communications	420.00	479.29	420.00
Maintenance & Improvements	1,620.00	712.78	1,620.00
Custodial	2,000.00	1,022.18	2,000.00
Total Expenses:	243,498.00	216,169.84	214,205.00
Net Tax Appropriation:	235,498.00	210,454.84	206,205.00
CEMETERIES	\$18,000.00	\$18,000.00	\$18,000.00
INSURANCE			
Total Revenue	0.00	0.00	0.00
Expenses:			
Worker's Compensation	41,497.00	41,497.41	41,267.94
Accident & Health	425.00	494.71	425.00
Property/Liability/Auto	41,827.00	41,827.37	46,752.00
Flexible Benefit Plan	1.00	0.00	1.00
Total Expenses:	83,750.00	83,819.49	88,445.94
Net Tax Appropriation:	83,750.00	83,819.49	88,445.94
REGIONAL ASSOCIATION	3,958.00	3,958.00	3,989.00
CABLE ACCESS			
Revenue:	27,795.00	28,744.28	17,095.00
Expenses:			
Equipment	15,000.00	14,857.00	5,000.00
Supplies	50.00	0.00	50.00
Stipends	1,950.00	2,000.00	1,950.00
Town Website/Streaming of Public Meetings	5,795.00	5,894.75	5,095.00
Content Editing and Production (Pepperell TV)	5,000.00	5,992.53	5,000.00
Total Expenses:	27,795.00	28,744.28	17,095.00
Net Tax Appropriation:	0.00	0.00	0.00

Budget for the Town of Brookline

2020 Appropriations, Actual 2020 Expenditures and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
POLICE DEPARTMENT			
Revenue:			
Grant	\$0.00	\$0.00	\$0.00
COVID First Responder Stipends (unanticipated)	22,371.40	22,371.40	
Other Income	1,850.00	2,888.87	1,950.00
Total Revenues:	24,221.40	25,260.27	1,950.00
Expenses:			
Salaries	748,094.00	687,496.12	736,413.00
COVID First Responder Stipends*	22,371.20	22,371.40	
Salaries - Overtime	35,000.00	39,146.45	35,000.00
Gas	18,000.00	16,270.86	18,000.00
Vehicle Operations	8,000.00	12,229.23	8,000.00
Administration	19,000.00	20,198.74	19,000.00
Ammunition/Firearms Training	5,000.00	4,755.91	5,000.00
Communications	14,000.00	14,900.70	14,000.00
Uniforms	8,400.00	8,325.47	9,200.00
New Equipment	900.00	472.45	900.00
Equipment Repair	2,000.00	522.79	2,000.00
Medical	600.00	169.00	600.00
DARE Program	1.00	0.00	0.00
Grant Funded Programs	1.00	0.00	0.00
School Crossing Guard	1.00	0.00	0.00
Police Prosecutor	0.00	0.00	40,000.00
Tuition Reimbursement	2,000.00	0.00	2,000.00
Training	2,500.00	725.00	2,500.00
New Cruisers - Lease Program	34,725.00	33,388.52	54,350.00
Total Expenses:	920,593.20	860,972.64	946,963.00
Net Tax Appropriation:	896,371.80	835,712.37	945,013.00

** Unanticipated revenue and expense added to approved 2020 budget.*

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
AMBULANCE:			
Revenue:			
Town of Mason	Revolving fund	Revolving fund	Revolving fund
Other Revenue	\$100.00	\$438.94	\$100.00
COVID First Responder Stipends (unanticipated)	24,257.19	24,257.19	
Total Revenues:	24,357.19	24,696.13	100.00
Expenses:			
Volunteers:			
Medical Supplies	7,000.00	9,436.46	10,200.00
Office Supplies	1,500.00	982.03	1,500.00
Training	11,700.00	2,764.41	9,700.00
New Equipment	6,500.00	6,688.19	7,500.00
Medical	2,300.00	1,770.65	2,300.00
Insurance	3,250.00	3,248.00	3,500.00
Ambulance:			
Gas & Diesel	4,555.00	2,429.76	3,300.00
Oil & Maintenance	10,053.00	2,464.96	5,100.00
Equipment Maintenance	5,000.00	5,399.89	5,000.00
Oxygen	800.00	488.35	500.00
New Equipment	5,000.00	3,686.10	5,000.00
Communications	5,120.00	4,213.03	5,120.00
COVID First Reponder Stipends*	24,257.19	24,257.19	
Paid Attendants:			
Salaries	191,478.00	162,477.99	191,069.00
Uniforms	1,400.00	1,168.83	1,400.00
Training	2,200.00	299.00	2,200.00
Medical	1.00	0.00	500.00
Miscellaneous	1,000.00	402.51	1,500.00
Total Expenses:	283,114.19	232,177.35	255,389.00
Net Tax Appropriation:	258,757.00	207,481.22	255,289.00

*** Unanticipated revenue and expense added to approved 2020 budget.**

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
FIRE DEPARTMENT			
Revenue:			
Grants	\$0.00	\$0.00	\$0.00
Permits and Misc.	5,500.00	4,514.22	5,500.00
COVID First Responder Stipends (unanticipated)	14,200.08	14,200.08	
Total Revenues:	19,700.08	18,714.30	5,500.00
Expenses:			
Gas & Diesel	5,265.00	3,905.70	4,745.00
Oil & Maintenance	17,000.00	17,143.16	25,500.00
Salaries - Firefighters	32,186.00	33,098.49	35,000.00
Salaries - Full Time & Clerical	170,708.00	165,795.51	181,229.00
Salaries - Custodial	6,415.00	4,518.26	4,597.00
COVID First Reponder Stipends*	14,200.08	14,200.08	
Training	5,360.00	3,976.00	5,360.00
Oxygen & Chemicals	8,675.00	7,368.87	6,675.00
Equipment Maintenance/Radios	8,400.00	10,459.21	9,900.00
New Equipment	64,140.00	74,776.66	64,140.00
Administrative	19,610.00	19,798.30	18,159.00
Fire Pond Maintenance	13,372.00	11,803.95	13,372.00
Forest Fires	2,000.00	1,855.00	4,480.00
Medical	9,860.00	7,770.95	9,860.00
Communications	4,650.00	4,247.09	4,360.00
Command Car, 3rd Lease Payment of 3 in 2020	19,905.00	19,905.00	0.00
2nd Lease Payment of 3 for 5E2	0.00	0.00	201,687.00
Total Expenses:	401,746.08	400,622.23	589,064.00
Net Tax Appropriation:	382,046.00	381,907.93	583,564.00

* Unanticipated revenue and expense added to approved 2020 budget.

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
COMMUNICATION CENTER			
Hollis	117,777.00	117,777.40	121,311.00
Communications	2,380.00	2,143.46	2,150.00
Electricity	750.00	883.67	900.00
Equipment repair	1,000.00	221.03	1,000.00
Ball Hill shed upgrades	1.00	0.00	1.00
Total Expenses:	121,908.00	121,025.56	125,362.00
BUILDING INSPECTION			
Revenue:			
Building Permit Fees & gas reimb.	\$28,500.00	\$42,177.37	\$35,000.00
Total Revenues:	28,500.00	42,177.37	35,000.00
Expenses:			
Salary - Building Inspector	37,700.00	37,100.72	38,000.00
Office Supplies	100.00	293.15	100.00
Memberships & Conferences	75.00	75.00	75.00
Books & Training Material	200.00	35.00	100.00
Gas	350.00	294.49	300.00
Oil & Maintenance	400.00	332.52	1,000.00
Certification Courses	100.00	0.00	100.00
Total Expenses:	38,925.00	38,130.88	39,675.00
Net Tax Appropriation:	10,425.00	-4,046.49	4,675.00
EMERGENCY MANAGEMENT			
Revenue:			
Grant	0.00	0.00	0.00
Donations	0.00	0.00	0.00
Total Revenues:	0.00	0.00	0.00
Expenses:			
Stipend - EMD	7,500.00	9,500.00	9,500.00
Office Supplies	400.00	175.54	200.00
Books & Training Materials	750.00	0.00	350.00
Gas & Travel	2,600.00	284.57	1,700.00
Conferences & Training	250.00	195.00	250.00
Equipment & Maintenance	8,000.00	2,268.13	7,500.00
Communications	2,000.00	3,904.51	2,000.00
Total Expenses:	21,500.00	16,327.75	21,500.00
Net Tax Appropriation:	21,500.00	16,327.75	21,500.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
HIGHWAYS, STREETS & BRIDGES			
Revenue:			
Melendy Pond	\$0.00	\$1,750.00	\$2,000.00
Cemeteries	0.00	2,100.00	2,500.00
Pierce Pond Dam Grant (if received)			13,000.00
Street Light Conversion Rebate (Eversource)	0.00	7,800.00	0.00
Miscellaneous	0.00	0.00	0.00
Total Revenues:	0.00	11,650.00	17,500.00
Expenses:			
Salaries	108,807.00	95,100.80	120,500.00
Overtime			8,000.00
Street Lighting	12,000.00	7,332.45	6,000.00
Street Light Conversion Project	8,000.00	11,150.07	0.00
Tree Warden	7,000.00	7,979.93	7,000.00
Sidewalks	25,000.00	21,474.00	30,000.00
Dust Control	6,000.00	4,939.18	6,000.00
Drainage Improvements	20,000.00	19,387.90	20,000.00
Drainage Maintenance	4,000.00	1,290.50	4,000.00
Equipment Maintenance	8,000.00	11,523.92	10,000.00
Facility Maintenance & Supplies	500.00	0.00	1.00
Fuel/Oil/Fluids/Parts	15,000.00	7,768.93	15,000.00
Gravel & Grading	33,000.00	27,994.87	25,000.00
Grounds Maintenance	8,000.00	2,997.99	8,000.00
New Equipment	20,000.00	16,991.48	20,000.00
Office Supplies	300.00	0.00	300.00
Resurfacing/Overlays	200,000.00	188,075.05	220,000.00
Road Maintenance	38,000.00	35,576.36	38,000.00
Roadside & Brush Cutting	18,000.00	18,240.00	18,000.00
Snow & Ice Management	200,000.00	126,811.50	200,000.00
Stocked Material	1.00	0.00	1.00
Training & Uniforms	2,000.00	2,014.33	2,000.00
Pierce Pond Dam (Engineering)			20,000.00
Total Expenses:	733,608.00	606,649.26	777,802.00
Net Tax Appropriation:	733,608.00	594,999.26	760,302.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
SANITATION			
Revenue:			
Construction debris	\$13,000.00	\$11,985.00	\$20,000.00
Misc., sofas, mattresses, tires, etc.	11,000.00	3,842.71	0.00
Mixed Metal	5,000.00	5,771.70	7,000.00
Precious Metal			2,000.00
Electronics	5,000.00	2,715.00	4,000.00
Total Revenues:	34,000.00	24,314.41	33,000.00
Expenses:			
Souhegan Regional Landfill	192,469.00	192,469.16	208,794.00
Unbudgeted SRLD COVID Expenses	0.00	7,355.43	
Attendant Salaries	78,832.00	72,634.79	85,000.00
Contracted Services	6,000.00	4,490.20	6,000.00
Construction Debris	25,000.00	36,071.90	30,000.00
Electricity	2,700.00	2,104.43	2,300.00
Communications	450.00	479.29	450.00
Solid Waste Management	5,940.00	5,940.25	5,947.00
Groundwater Monitoring	1,500.00	1,423.25	1,600.00
Medical	250.00	0.00	250.00
Portable	1,200.00	1,195.50	1,200.00
Freon Disposal	1,500.00	2,909.00	3,000.00
Metal Disposal	2,000.00	2,475.00	0.00
Electronics Disposal	5,000.00	505.43	6,000.00
Tire Disposal	700.00	693.95	200.00
Propane Tank Disposal	320.00	324.00	350.00
Bulb Disposal	700.00	1,308.91	1,500.00
Used Oil Disposal	300.00	966.99	1,000.00
"Other" Disposal	250.00	0.00	0.00
Training/Certifications	700.00	535.01	700.00
Equipment/Repair/Signs	2,000.00	854.81	4,000.00
New Stairs	6,000.00	4,850.00	0.00
Uniforms	500.00	0.00	500.00
Total Expenses:	334,311.00	339,587.30	358,791.00
Net Tax Appropriation:	300,311.00	315,272.89	325,791.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
PEST CONTROL			
Revenue:			
Fines	\$0.00	\$0.00	\$0.00
Total Revenues:	0.00	0.00	0.00
Expenses:			
Boarding	200.00	0.00	200.00
Total Expenses:	200.00	0.00	200.00
Net Tax Appropriation:	200.00	0.00	200.00
HEALTH AGENCIES			
Revenue:			
	0.00	0.00	0.00
Expenses:			
Home Health & Hospice Care	10,000.00	10,000.00	10,000.00
Greater Nashua Mental Health/Comm. Council	3,500.00	3,500.00	4,000.00
St. Joseph Community Service	340.00	340.00	340.00
Milford Regional Counseling	750.00	0.00	0.00
Bridges	500.00	500.00	500.00
Lamprey Health Center	1,100.00	1,100.00	1,100.00
SHARE	1,500.00	1,500.00	1,500.00
Big Brothers Big Sisters	250.00	250.00	250.00
Souhegan Valley Transp. Collaborative	3,500.00	3,500.00	3,500.00
Child Advocacy Center	250.00	250.00	250.00
CASA of NH	150.00	150.00	200.00
Harbor Homes	2,000.00	2,000.00	2,000.00
Keystone Hall	1,000.00	1,000.00	1,000.00
Total Expenses:	24,840.00	24,090.00	24,640.00
Net Tax Appropriation:	24,840.00	24,090.00	24,640.00
PUBLIC WELFARE			
Total Revenues:			
	0.00	0.00	0.00
General Assistance	15,000.00	16,586.16	15,000.00
Total Expenses:	15,000.00	16,586.16	15,000.00
Net Tax Appropriation:	15,000.00	16,586.16	15,000.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
RECREATION			
Total Revenues:	\$13,700.00	\$13,700.00	\$13,700.00
Expenses:			
Ball Park Maintenance	35,400.00	36,826.17	38,000.00
Park Improvements	3,000.00	0.00	2,000.00
Concession Stand	1,350.00	820.44	1,350.00
Total Expenses	39,750.00	37,646.61	41,350.00
Net Tax Appropriation:	26,050.00	23,946.61	27,650.00
LIBRARY			
Total Revenues:	7,300.00	7,300.32	52,325.92
Expenses:			
Communications	3,120.00	4,106.00	3,120.00
Postage	275.00	329.00	275.00
Office Supplies	3,800.00	2,938.00	3,800.00
Equipment	600.00	295.00	600.00
Equipment Maintenance & Repair	400.00	705.00	400.00
Professional Dues, etc.	600.00	365.00	600.00
Mileage	900.00	0.00	400.00
Media: Books, Magazines, Audio, Visual	29,000.00	22,506.00	26,000.00
Education	800.00	68.00	800.00
Programs	4,000.00	4,137.00	4,000.00
Salaries	204,148.00	170,804.00	205,802.00
NH Retirement	9,751.00	8,418.00	11,080.00
Automation	2,200.00	1,557.00	1,000.00
Grants	1.00	0.00	1.00
Health and Dental Insurance	14,288.00	8,328.00	15,180.00
Criminal Background Check	110.00	25.00	110.00
Payroll Expenses	3,000.00	3,555.00	5,904.00
Surplus		48,857.99	
Total Expenses:	276,993.00	276,993.99	279,072.00
Net Tax Appropriations:	269,693.00	269,693.67	226,746.08

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
PATRIOTIC PURPOSES			
Revenue:			
Donations	\$0.00	\$0.00	\$0.00
Total Revenues:	0.00	0.00	0.00
Expenses:			
Flags, flowers, etc	200.00	529.90	200.00
Fireworks	9,625.00	4,812.50	4,813.00
Total Expenses:	9,825.00	5,342.40	5,013.00
Net Tax Appropriation:	9,825.00	5,342.40	5,013.00
CONSERVATION COMMISSION			
Total Revenues:			
Milfoil Reimbursement	8,688.00	3,904.00	6,728.00
Total Revenues:	8,688.00	3,904.00	6,728.00
Expenses:			
Maintenance of Conservation Lands	3,000.00	1,405.74	3,000.00
Conferences	170.00	0.00	170.00
Memberships	450.00	725.00	550.00
Postage & Public Information	220.00	136.90	220.00
Outside Consulting	100.00	0.00	100.00
Water Sampling	2,000.00	1,002.00	2,000.00
Invasive Species Control - Lake Host Program	7,500.00	3,895.51	7,500.00
Taylor Dam Yearly Fee	400.00	400.00	400.00
Milfoil Treatment	30,000.00	10,210.00	30,000.00
Balance to Land Acquisition Acct. (ex. milfoil)		2,670.36	
Total Expenses:	43,840.00	20,445.51	43,940.00
Net Tax Appropriation:	35,152.00	16,541.51	37,212.00
ECONOMIC DEVELOPMENT			
Revenues:			
Cook-Off	1,500.00	1,473.00	0.00
Total Revenues:	1,500.00	1,473.00	0.00
Expenses:			
Newsletter/Mailings	1,400.00	388.68	1,400.00
Events	2,000.00	745.00	0.00
Welcome Sign	500.00	0.00	0.00
Total Expenses:	3,900.00	1,133.68	1,400.00
Net Tax Appropriation:	2,400.00	-339.32	1,400.00

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
DEBT SERVICE			
Revenue:			
Impact Fees	\$3,000.00	\$6,009.15	\$3,000.00
Austin/Martin Bond \$ from Land Acq. Fund	67,485.00	67,485.00	60,445.00
Total Revenues:	70,485.00	73,494.15	63,445.00
Expenses:			
Principal-First Safety Complex -18 of 20 yrs	65,000.00	65,000.00	60,000.00
Interest-First Safety Complex	8,508.00	8,507.50	5,406.00
Principal-CC Bond - (Bross) - 15 of 20 yrs	25,000.00	25,000.00	25,000.00
Interest-Cons. Bond (Bross)	5,463.00	5,462.50	4,306.00
Principal-CC Bond - (Cohen, Olson) 14 of 20 yrs	15,000.00	15,000.00	15,000.00
Interest-CC Bond - (Cohen; Olson)	3,531.00	3,531.26	2,894.00
Principal-2nd Safety Complex - 9 of 20 yrs	60,000.00	60,000.00	60,000.00
Interest-2nd Safety Complex	35,930.00	35,930.00	33,530.00
Principal-CC Bond - (Martin/Austin) - 4 of 20 yrs	40,000.00	40,000.00	35,000.00
Interest-CC Bond - (Martin/Austin)	27,485.00	27,485.00	25,445.00
Total Expenses:	285,917.00	285,916.26	266,581.00
Net Tax Appropriation:	215,432.00	212,422.11	203,136.00
Total Department Revenue:	321,542.67	341,259.91	304,743.92
TOTALS, EXCLUDING WARRANT ARTICLES	\$5,184,214.47	\$4,766,984.55	\$5,396,095.94

Budget for the Town of Brookline
2020 Appropriations, Actual 2020 Expenditures
and Proposed Expenses for 2021

	2020 Appropriation/ Revenue	2020 Actual Expenditure/ Revenue	Proposed for 2021
CAPITAL OUTLAYS			
2020 Approved Warrant Articles:			
Public Works - 2nd Full-Time Employee, Article 4		In operating budget	
Public Works Equip. Cap. Res. Fund, Article 6	\$150,000	\$150,000	
Forestry Truck (Grant Total), Article 7	\$163,900	\$0	
Fire Truck Lease/Purchase, Article 8	\$201,032	\$201,032	
Fire Truck Capital Reserve Fund, Article 9	\$40,000	\$40,000	
Hood Road Improvements, Article 10	\$60,000	\$0	
Radio Capital Reserve Fund, Article 11	\$60,000	\$60,000	
Added Full-Time Police Officer, Article 12		In operating budget	
Additional TAP-2 Funds, Article 13	\$130,000	\$0	
Reappraisal Capital Reserve Fund, Article 14	\$16,590	\$16,590	
Ambulance Expendable Trust Fund, Article 15	\$3,877	\$3,877	
2021 Warrant Articles:			
Cable Access Fund, Art. 5			\$22,657
Highway Block Grant to DPW Equip. Res., Art. 6			\$144,871
Radio Capital Reserve Fund, Art. 7			\$60,000
Fire Truck Capital Reserve Fund, Art. 8			\$45,000
Reappraisal Capital Reserve Fund, Art. 9			\$16,590
Facilities Capital Reserve Fund, Art. 10			\$10,000
Police Union Contract (2021 Amount), Art. 11			\$10,438
Additional TAP-2 Funds (Gross Amount), Art. 12			\$45,000
Ambulance Expendable Trust Fund, Art. 13			\$3,964
TOTALS, WITH WARRANT ARTICLES	\$6,009,613.47	\$5,238,483.55	\$5,754,615.94
Operating Transfers Out:			
Rebates & Refunds		\$98,373	
Land Use Money to Conservation Fund		\$301,599	
Taxes Bought by Town		\$208,243	
2019 Encumbered DPW Facility Funds	\$24,508	\$21,042	\$3,466
2017 - TAP-2 Sidewalk/Bridge - Art. 7 (2022)	\$653,423	\$15,582	\$637,841
2018 - Update Town History - Art. 14 (2020)	\$3,021	\$3,021	\$0
2019 - Update Town History - Art. 14 (2020)	\$5,000	\$690	\$4,310
2018 - Hood Road Imp Art 10 Exp (2023)	\$55,130	\$4,400	\$50,730
Less: Miscellaneous Liability		-\$15,149	
Payments to Other Governments			
Taxes Paid to County		\$708,357	
H/B COOP (Jan. thru June 2020)		\$3,674,419	
H/B COOP (July thru Dec. 2020)		\$4,650,000	
Brookline School District (Jan. thru June 2020)		\$2,791,445	
Brookline School District (July thru Dec. 2020)		\$4,650,000	
TOTAL PAYMENTS FOR ALL PURPOSES:		\$22,350,505	



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

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INDEPENDENT AUDITOR'S REPORT

To the Members of the Selectboard
Town of Brookline
Brookline, New Hampshire

We have audited the accompanying financial statements of the governmental activities, major funds, and aggregate remaining fund information of the Town of Brookline as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our unmodified and adverse audit opinions.

Summary of Opinions

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Adverse
General Fund	Unmodified
Aggregate Remaining Fund Information	Unmodified

Basis for Adverse Opinion on Governmental Activities

As discussed in Note 14-B to the financial statements, management has not recorded the long-term costs of retirement health care costs and obligations for other postemployment benefits for the single employer plan in the governmental activities. Accounting principles generally accepted in the United States of America require that those costs be recorded, which would increase the liabilities, decrease the net position and increase the expenses of the governmental activities. The amount by which this departure would affect the liabilities, net position, and expenses on the governmental activities is not readily determinable.

*Town of Brookline
Independent Auditor's Report*

Adverse Opinion

In our opinion, because of the significance of the matter described in the "Basis for Adverse Opinion on Governmental Activities" paragraph, the financial statements referred to above do not present fairly the financial position of the government-wide financial statements of the Town of Brookline, as of December 31, 2019, or the changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund and aggregate remaining fund information of the Town of Brookline as of December 31, 2019, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Change in Accounting Principle

As discussed in Note 2-C to the financial statements, in fiscal year 2019 the Town adopted new accounting guidance, Governmental Accounting Standards Board (GASB) Statement No. 84, *Fiduciary Activities*. Our opinions are not modified with respect to this matter.

Other Matters

Management's Discussion and Analysis – Management has omitted a Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

Required Supplementary Information – Accounting principles generally accepted in the United States of America require that the following be presented to supplement the basic financial statements:

- Schedule of the Town's Proportionate Share of Net Pension Liability,
- Schedule of Town Contributions – Pensions,
- Schedule of the Town's Proportionate Share of the Net Other Postemployment Benefits Liability,
- Schedule of Town Contributions – Other Postemployment Benefits,
- Notes to the Required Supplementary Information

Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information – Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Brookline's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

December 8, 2020

*Blodrik & Sanderson
Professional Association*

**Combined Balance Sheet
Governmental Funds
December 31, 2019 (Audited)**

	General	Other Governmental Funds	Total Governmental Funds
ASSETS			
Cash & cash equivalents	\$1,704,416	\$469,542	\$2,173,958
Investments	\$6,746	\$205,289	\$212,035
Taxes receivable	\$786,439	\$59,778	\$846,217
Accounts receivable	\$45,314		\$45,314
Interfund receivable	\$3,579		\$3,579
TOTAL ASSETS	<u>\$2,546,494</u>	<u>\$734,609</u>	<u>\$3,281,103</u>
LIABILITIES			
Accounts payable	\$10,327	--	\$10,327
Accrued salaries & benefits	\$1,446	--	\$1,446
Interfund payable	--	\$3,579	\$3,579
Escrow & performance deposits	\$5,000	--	\$5,000
Total Liabilities	<u>\$16,773</u>	<u>\$3,579</u>	<u>\$20,352</u>
DEFERRED INFLOWS OF RESOURCES			
Unavailable revenue - Property taxes	\$80,631	--	\$80,631
Unavailable revenue - Off-site improvements	\$28,656	--	\$28,656
Total deferred inflows of resources	<u>\$109,287</u>	--	<u>\$109,287</u>
FUND BALANCES			
Nonspendable	--	\$134,875	\$134,875
Restricted	\$156,359	\$128,908	\$285,267
Committed	\$1,242,939	\$467,247	\$1,710,186
Assigned	\$53,740	--	\$53,740
Unassigned	\$967,396	--	\$967,396
Total Fund Balances	<u>\$2,420,434</u>	<u>\$731,030</u>	<u>\$3,151,464</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$2,546,494</u>	<u>\$734,609</u>	<u>\$3,281,103</u>

**Comparative Statement of
Appropriations Fiscal Year
Ending December 31, 2020**

Title of Appropriation	2020 Appropriated	Receipts & Reimb	Total Amount Available	Expenditures	Unexpen Bal or Overdraft
Executive	241,425.00	1,428.56	242,853.56	261,599.37	-18,745.81
Election, Registration & Vital Statistics	11,600.00	362.00	11,962.00	8,703.09	3,258.91
Financial Administration	213,300.00	40,096.04	253,396.04	204,776.62	48,619.42
Revaluation of Property	32,902.00	0.00	32,902.00	36,008.02	-3,106.02
Legal Expense	35,000.00	0.00	35,000.00	26,467.14	8,532.86
Personnel Administration	648,116.00	627.29	648,743.29	554,054.66	94,688.63
Planning & Zoning	68,900.00	17,602.79	86,502.79	41,036.46	45,466.33
General Government Buildings	243,498.00	5,715.00	249,213.00	216,169.84	33,043.16
Cemeteries	18,000.00	0.00	18,000.00	18,000.00	0.00
Insurance	83,750.00	0.00	83,750.00	83,819.49	-69.49
Advertising & Regional Association	3,958.00	0.00	3,958.00	3,958.00	0.00
Cable Access	27,795.00	28,744.28	56,539.28	28,744.28	27,795.00
Police Department*	920,593.20	25,260.27	945,853.47	860,972.64	84,880.83
Ambulance Service*	283,114.19	24,696.13	307,810.32	232,177.35	75,632.97
Fire Department*	401,746.08	18,714.30	420,460.38	400,622.23	19,838.15
Building Inspection	38,925.00	42,177.37	81,102.37	38,130.88	42,971.49
Emergency Management	21,500.00	0.00	21,500.00	16,327.75	5,172.25
Communication Center	121,908.00	0.00	121,908.00	121,025.56	882.44
Highways, Streets & Bridges	733,608.00	11,650.00	745,258.00	606,649.26	138,608.74
Solid Waste Disposal	334,311.00	24,314.41	358,625.41	339,587.30	19,038.11
Pest Control	200.00	0.00	200.00	0.00	200.00
Health Agencies	24,840.00	0.00	24,840.00	24,090.00	750.00
Direct Assistance	15,000.00	0.00	15,000.00	16,586.16	-1,586.16
Parks & Recreation	39,750.00	13,700.00	53,450.00	37,646.61	15,803.39
Library	276,993.00	7,300.32	284,293.32	276,993.00	7,300.32
Patriotic Purposes	9,825.00	0.00	9,825.00	5,342.40	4,482.60
Conservation Commission	43,840.00	3,904.00	47,744.00	20,445.51	27,298.49
Economic Development	3,900.00	1,473.00	5,373.00	1,133.68	4,239.32
Principal - Long Term Bonds	205,000.00	40,000.00	245,000.00	205,000.00	40,000.00
Interest - Long Term Bonds	80,917.00	27,485.00	108,402.00	80,916.26	27,485.74
Total Operating Budget:	5,184,214.47	335,250.76	5,519,465.23	4,766,983.56	752,481.67

2020 Approved Warrant Articles

Art 6 Pub Works Equip Cap Res Fund	150,000.00	0.00	150,000.00	150,000.00	0.00
Art 7 Forestry Fire Truck (Grant Total)	163,900.00	0.00	163,900.00	0.00	163,900.00
Art 8 Fire Truck Lease/Purchase	201,032.00	0.00	201,032.00	201,032.00	0.00
Art 9 Fire Truck Capital Reserve Fund	40,000.00	0.00	40,000.00	40,000.00	0.00
Art 10 Hood Road Improvements	60,000.00	0.00	60,000.00	0.00	60,000.00
Art 11 Radio Capital Reserve Fund	60,000.00	0.00	60,000.00	60,000.00	0.00
Art 13 Additional TAP-2 Funds (Total)	130,000.00	0.00	130,000.00	0.00	130,000.00
Art 14 Reappraisal Capital Res Fund	16,590.00	0.00	16,590.00	16,590.00	0.00
Art 15 Ambulance Exp Trust Fund	3,877.00	0.00	3,877.00	3,877.00	0.00
Totals Including Warrant Articles	6,009,613.47	335,250.76	6,340,987.23	5,238,482.56	1,106,381.67

* Includes COVID-19 First Responder stiped funds that were unanticipated.

**SCHEDULE OF TOWN PROPERTY
AS OF DECEMBER 31, 2020**

DESCRIPTION	VALUE
Town Hall, Lands and Buildings (H-31)	\$995,100
Furniture & Equipment	\$150,000
Fire Station, Bldg Only (H-31)	\$534,500
Furniture & Equipment (excludes vehicles)	\$350,000
Library, Land and Building (H-59)	\$543,700
Furniture & Equipment	\$350,000
Safety Complex (F-155)	\$1,312,300
Furniture & Equipment (excludes vehicles)	\$350,000
Annex, Land & Building (F-116)	\$234,300
Parks & Playgrounds (F-132)	\$270,500
Parks & Playgrounds (L-35)	\$439,300
Richard Maghakian Memorial School (F-80)	\$3,642,000
Brookline Chapel & Brusck Hall (H-84)	\$572,800
Cpt. Samuel Douglass Academy (K-84)	\$5,560,800
Transfer Station (C-12)	\$494,900
Historical Society (F-144)	\$217,900
Total:	\$16,018,100
B-6 Ball Hill Road Land and Building	\$74,000
B-7	\$65,100
B-11	\$2,500
B-11-1	\$2,500
B-12	\$47,100
B-14	\$4,200
B-22	\$9,200
B-25	\$6,800
B-27	\$15,300
B-34	\$274,800
B-35	\$53,400
B-36	\$141,800
B-37 Tax Collector Deed - Land	\$32,100
B-49 Tax Collector Deed - Land	\$1,800
B-54	\$9,700
B-55 - Melendy Pond	\$3,797,900
B-65-10	\$75,900
B-65-11 - Palmer Land	\$246,600
B-68	\$147,200
B-69 Tax Collector Deed - Land	\$12,200
B-70	\$37,800
B-71	\$114,300
B-73	\$29,100
B-74	\$162,000
B-75	\$87,600
B-79	\$0
B-94 - Morrill Land	\$204,900
B-95	\$70,300
B-96	\$8,400
B-97 Tax Collector Deed - Land	\$78,900
B-101	\$8,800

**SCHEDULE OF TOWN PROPERTY
AS OF DECEMBER 31, 2020**

DESCRIPTION	VALUE
C-3 Tax Collector Deed - Land	\$19,400
C-11	\$13,500
C-13	\$340,400
C-25	\$280,600
C-26	\$76,000
C-30	\$247,300
C-45	\$30,300
C-46-3	\$0
C-48	\$18,400
C-49	\$218,200
D-1	\$0
D-4	\$156,100
D-18-5	\$118,400
D-18-25 - Fire Pond	\$9,100
D-21	\$32,600
D-22	\$42,900
D-25	\$123,400
D-25-4	\$96,000
D-26-21	\$0
D-30 Tax Collector Deed - Land and Building	\$207,400
D-31 Tax Collector Deed - Land	\$17,700
D-37 Tax Collector Deed - Land	\$3,300
D-39 North Cemetery	\$33,400
D-52-53	\$50,800
D-55-22	\$0
D-57-7	\$138,100
D-91	\$200
D-93 - Fire Pond	\$4,000
D-96 Tax Collector Deed - Land	\$90,300
E-9-23	\$105,600
F-16	\$0
F-17 Tax Collector Deed - Land	\$89,400
F-63	\$246,200
F-104	\$0
F-106	\$0
F-107	\$29,900
F-109	\$53,300
F-110	\$18,900
F-111	\$106,700
F-118	\$1,700
F-141	\$109,600
F-158	\$44,100
G-6	\$143,100
G-20	\$203,200
G-45	\$141,200
G-61-30	\$99,400
G-65 Tax Collector Deed - Land	\$300
H-39 (Across from Chapel)	\$63,800
H-43 Tax Collector Deed - Land	\$7,000

**SCHEDULE OF TOWN PROPERTY
AS OF DECEMBER 31, 2020**

DESCRIPTION	VALUE
H-49	\$195,300
H-67	\$199,200
H-68	\$22,800
H-69	\$33,400
H-70 Tax Collector Deed - Land	\$20,200
H-71 Tax Collector Deed - Land	\$11,400
H-101	\$9,500
H-102 (Conservation)	\$26,600
H-108 Pine Grove Cemetery	\$155,600
H-126-1	\$98,800
H-127	\$83,300
H-130-1	\$0
H-132	\$32,600
H-138	\$0
H-144	\$27,500
H-145	\$59,300
H-149	\$24,300
J-2 Tax Collector Deed - Land	\$110,700
J-30-2-5 Swamp Land	\$13,100
J-33-11	\$108,500
J-35 Tax Collector Deed - Land	\$184,400
J-39 (Fire Pond)	\$0
J-39-45	\$0
J-39-46	\$67,500
J-51	\$40,900
J-54 Tax Collector Deed - Land	\$111,300
K-28	\$0
K-28-1	\$109,300
K-28-13	\$46,300
K-33 (Conservation)	\$7,200
K-34 (Conservation)	\$11,200
K-58 (Conservation)	\$13,700
K-62	\$26,200
K-62-1	\$24,200
K-66-18	\$49,000
K-66-20	\$0
K-69 - Donated Land	\$144,300
K-80 Swamp Land	\$0
K-101	\$156,100
K-101-5	\$10,000
K-101-16	\$5,400
K-102	\$75,700
L-13 Lakeside Cemetery	\$98,000
M-18 - Melendy Pond Land	\$206,100
M-19 - Melendy Pond Land	\$207,200
Total:	\$12,479,500
 TOTAL:	 \$28,497,600

STATEMENT OF APPROPRIATIONS - 2020

Executive.....	241,425
Election, Registration & Vital Statistics.....	11,600
Financial Administration.....	213,300
Revaluation of Property.....	32,902
Reappraisal Capital Reserve Fund, Art 14.....	16,590
Legal Expenses.....	35,000
Personnel Administration,	648,116
Planning and Zoning.....	68,900
General Government Buildings	243,498
Cemeteries.....	18,000
Insurance.....	83,750
Advertising & Regional Association.....	3,958
Cable Access.....	27,795
Police Department*	920,593
Radio Capital Reserve Fund, Art 11.....	60,000
Ambulance Service*	283,114
Ambulance Expendable Trust Fund, Art 15.....	3,877
Fire Department*	401,746
Forestry Truck (Grant Total), Art 7.....	163,900
Fire Truck Lease/Purchase, Art 8.....	201,032
Fire Truck Capital Reserve Fund, Art 9.....	40,000
Building Inspection.....	38,925
Emergency Management.....	21,500
Communications.....	121,908
Highways, Streets & Bridges (includes street lighting).....	733,608
Public Works Equipment Capital Reserve Fund, Art 6.....	150,000
Hood Road Improvements, Art 10.....	60,000
Additional TAP-2 Funds (Grant Total), Art 13.....	130,000
Solid Waste Disposal.....	334,311
Pest Control.....	200
Health Agencies.....	24,840
Direct Assistance.....	15,000
Parks and Recreation.....	39,750
Library.....	276,993
Patriotic Purposes.....	9,825
Conservation Commission.....	43,840
Economic Development.....	3,900
Debt Service, Principal.....	205,000
Debt Service, Interest.....	80,917
 Total Appropriations.....	 6,009,613

*** Includes COVID-19 first responder stipends that were unanticipated.**

Less: Estimated Revenue and Credits (from MS-434):

Source of Revenue:

Yield/Timber Tax.....	10,000
Gravel Tax.....	0
Interest on Delinquent Taxes.....	35,000
Motor Vehicle Permit Fees.....	1,209,417
From State:	
Meals & Rooms.....	272,597
Highway Block Grant.....	144,888
Additional State Aid Grant.....	43,325
Fire Truck Grant.....	156,095
TAP - Additional Funds.....	104,000
Income from Departments.....	250,000
Sale of Municipal Property.....	4,429
Other (Cable Franchise Payment).....	46,415
Net Revenues (Not Including Fund Balance).....	-2,276,166
Voted from Fund Balance.....	-3,877
Fund Balance to Reduce Taxes.....	0
Total Revenues and Credits:.....	-2,280,043
Appropriations (From DRA MS-434).....	5,948,785
Less: Revenues.....	-2,280,043
Add: Overlay.....	87,125
Add: War Service Credits.....	124,000
Net Town Appropriations:.....	3,879,867
Net Local School Appropriations.....	9,108,579
Net Cooperative School Appropriations.....	10,380,347
Net Education Grant.....	-5,439,361
Locally Retained State Education Tax.....	-1,235,449
Net Required Local Education Tax Effort.....	12,814,116
State Education Tax.....	1,235,449
Total Assessment Valuation with Utilities.....	670,989,733
Total Assessment Valuation without Utilities.....	660,479,533

Tax Rate for 2020: \$27.80 per thousand

Breakdown

Town	\$5.77
County	\$1.06
School	\$19.10
State	<u>\$1.87</u>
Total:	\$27.80

**Statement of Bonded Debt
Ambulance Facility - Safety Complex**

Original Amount Bonded: F-155	\$1,285,000
Twenty (20) Year Bond @ 3.2887%	\$588,787
Less: Principal Paid in 2004	\$65,000
Less: Interest Paid in 2004	\$63,764
Less: Principal Due in 2005	\$65,000
Less: Interest Due in 2005	\$55,263
Less: Principal Due in 2006	\$65,000
Less: Interest Due in 2006	\$52,662
Less: Principal Due in 2007	\$65,000
Less: Interest Due in 2007	\$50,063
Less: Principal Due in 2008	\$65,000
Less: Interest Due in 2008	\$47,463
Less: Principal Due in 2009	\$65,000
Less: Interest Due in 2009	\$44,862
Less: Principal Due in 2010	\$65,000
Less: Interest Due in 2010	\$41,613
Less: Principal Due in 2011	\$65,000
Less: Interest Due in 2011	\$36,711
Less: Principal Due in 2012	\$65,000
Less: Interest Due in 2012	\$33,462
Less: Principal Due in 2013	\$65,000
Less: Interest Due in 2013	\$30,212
Less: Principal Due in 2014	\$65,000
Less: Interest Due in 2014	\$25,462
Less: Principal Due in 2015	\$65,000
Less: Interest Due in 2015	\$23,513

Less: Principal Due in 2016	\$65,000
Less: Interest Due in 2016	\$20,263
Less: Principal Due in 2017	\$65,000
Less: Interest Due in 2017	\$18,512
Less: Principal Due in 2018	\$65,000
Less: Interest Due in 2018	\$14,735
Less: Principal Due in 2019	\$65,000
Less: Interest Due in 2019	\$11,595
Less: Principal Due in 2020	\$65,000
Less: Interest Due in 2020	\$8,508
Less: Principal Due in 2021	\$60,000
Less: Interest Due in 2021	\$5,406
Less: Principal Due in 2022	\$60,000
Less: Interest Due in 2022	\$3,300
Less: Principal Due in 2023	\$60,000
Less: Interest Due in 2023	\$1,418
Balance 12/31/2023	\$0

**Statement of Bonded Debt
Land Acquisition**

Original Amount Bonded: Bross - C-30	\$492,842
Twenty (20) Year Bond @ 4.74%	\$241,407
Less: Principal Paid in 2007	\$27,842
Less: Interest Paid in 2007	\$25,063
Less: Principal Due in 2008	\$25,000
Less: Interest Due in 2008	\$22,044
Less: Principal Due in 2009	\$25,000
Less: Interest Due in 2009	\$20,793
Less: Principal Due in 2010	\$25,000
Less: Interest Due in 2010	\$19,543
Less: Principal Due in 2011	\$25,000
Less: Interest Due in 2011	\$18,544
Less: Principal Due in 2012	\$25,000
Less: Interest Due in 2012	\$17,544
Less: Principal Due in 2013	\$25,000
Less: Interest Due in 2013	\$16,294
Less: Principal Due in 2014	\$25,000
Less: Interest Due in 2014	\$15,044
Less: Principal Due in 2015	\$25,000
Less: Interest Due in 2015	\$13,794
Less: Principal Due in 2016	\$25,000
Less: Interest Due in 2016	\$12,544
Less: Principal Due in 2017	\$25,000
Less: Interest Due in 2017	\$10,137
Less: Principal Due in 2018	\$25,000
Less: Interest Due in 2018	\$9,044

Less: Principal Due in 2019	\$25,000
Less: Interest Due in 2019	\$6,869
Less: Principal Due in 2020	\$25,000
Less: Interest Due in 2020	\$5,463
Less: Principal Due in 2021	\$25,000
Less: Interest Due in 2021	\$4,306
Less: Principal Due in 2022	\$25,000
Less: Interest Due in 2022	\$3,419
Less: Principal Due in 2023	\$25,000
Less: Interest Due in 2023	\$3,231
Less: Principal Due in 2024	\$25,000
Less: Interest Due in 2024	\$2,075
Less: Principal Due in 2025	\$20,000
Less: Interest Due in 2025	\$1,000
Less: Principal Due in 2026	\$20,000
Less: Interest Due in 2026	\$500
Balance 12/31/2026	\$0

**Statement of Bonded Debt
Land Acquisition**

Original Amount Bonded: Cohen/Olson Lots C-13, D-21, D-22	\$291,900
Twenty (20) Year Bond @ 4.05%	\$133,694
Less: Interest Paid in 2007	\$7,481
Less: Principal Due in 2008	\$11,900
Less: Interest Due in 2008	\$12,904
Less: Principal Due in 2009	\$15,000
Less: Interest Due in 2009	\$12,287
Less: Principal Due in 2010	\$15,000
Less: Interest Due in 2010	\$11,593
Less: Principal Due in 2011	\$15,000
Less: Interest Due in 2011	\$10,881
Less: Principal Due in 2012	\$15,000
Less: Interest Due in 2012	\$10,169
Less: Principal Due in 2013	\$15,000
Less: Interest Due in 2013	\$9,419
Less: Principal Due in 2014	\$15,000
Less: Interest Due in 2014	\$8,669
Less: Principal Due in 2015	\$15,000
Less: Interest Due in 2015	\$7,919
Less: Principal Due in 2016	\$15,000
Less: Interest Due in 2016	\$7,169
Less: Principal Due in 2017	\$15,000
Less: Interest Due in 2017	\$6,419
Less: Principal Due in 2018	\$15,000
Less: Interest Due in 2018	\$5,706

Less: Principal Due in 2019	\$15,000
Less: Interest Due in 2019	\$4,169
Less: Principal Due in 2020	\$15,000
Less: Interest Due in 2020	\$3,531
Less: Principal Due in 2021	\$15,000
Less: Interest Due in 2021	\$2,894
Less: Principal Due in 2022	\$15,000
Less: Interest Due in 2022	\$2,256
Less: Principal Due in 2023	\$15,000
Less: Interest Due in 2023	\$1,619
Less: Principal Due in 2024	\$15,000
Less: Interest Due in 2024	\$1,009
Less: Principal Due in 2025	\$15,000
Less: Interest Due in 2025	\$700
Less: Principal Due in 2026	\$15,000
Less: Interest Due in 2026	\$542
Less: Principal Due in 2027	\$10,000
Less: Interest Due in 2027	\$42
Balance 12/31/2027	\$0

**Statement of Bonded Debt
Police Addition - Safety Complex**

Original Amount Bonded: F-155	\$1,362,400
Twenty (20) Year Bond @ 3.2977%	\$562,319
Less: Principal Paid in 2013	\$47,400
Less: Interest Paid in 2013	\$50,884
Less: Principal Due in 2014	\$50,000
Less: Interest Due in 2014	\$46,030
Less: Principal Due in 2015	\$50,000
Less: Interest Due in 2015	\$44,030
Less: Principal Due in 2016	\$55,000
Less: Interest Due in 2016	\$42,530
Less: Principal Due in 2017	\$55,000
Less: Interest Due in 2017	\$40,880
Less: Principal Due in 2018	\$55,000
Less: Interest Due in 2018	\$39,780
Less: Principal Due in 2019	\$60,000
Less: Interest Due in 2019	\$37,580
Less: Principal Due in 2020	\$60,000
Less: Interest Due in 2020	\$35,930
Less: Principal Due in 2021	\$60,000
Less: Interest Due in 2021	\$33,530
Less: Principal Due in 2022	\$65,000
Less: Interest Due in 2022	\$31,130
Less: Principal Due in 2023	\$70,000
Less: Interest Due in 2023	\$21,530
Less: Principal Due in 2024	\$70,000
Less: Interest Due in 2024	\$18,730

Less: Principal Due in 2025	\$75,000
Less: Interest Due in 2025	\$15,930
Less: Principal Due in 2026	\$75,000
Less: Interest Due in 2026	\$11,241
Less: Principal Due in 2027	\$80,000
Less: Interest Due in 2027	\$9,930
Less: Principal Due in 2028	\$80,000
Less: Interest Due in 2028	\$7,430
Less: Principal Due in 2029	\$85,000
Less: Interest Due in 2029	\$6,230
Less: Principal Due in 2030	\$85,000
Less: Interest Due in 2030	\$4,768
Less: Principal Due in 2031	\$90,000
Less: Interest Due in 2031	\$3,363
Less: Principal Due in 2032	\$95,000
Less: Interest Due in 2032	\$1,893
Balance 12/31/2032	\$0

**Statement of Bonded Debt
Land Acquisition**

Original Amount Bonded: K-33&34	\$714,600
Twenty (20) Year Bond @ 2.6685%	\$297,264
Less: Principal Paid in 2018	\$39,600
Less: Interest Paid in 2018	\$34,349
Less: Principal Due in 2019	\$40,000
Less: Interest Due in 2019	\$29,525
Less: Principal Due in 2020	\$40,000
Less: Interest Due in 2020	\$27,485
Less: Principal Due in 2021	\$35,000
Less: Interest Due in 2021	\$25,445
Less: Principal Due in 2022	\$35,000
Less: Interest Due in 2022	\$23,660
Less: Principal Due in 2023	\$35,000
Less: Interest Due in 2023	\$21,875
Less: Principal Due in 2024	\$35,000
Less: Interest Due in 2024	\$20,090
Less: Principal Due in 2025	\$35,000
Less: Interest Due in 2025	\$18,305
Less: Principal Due in 2026	\$35,000
Less: Interest Due in 2026	\$16,520
Less: Principal Due in 2027	\$35,000
Less: Interest Due in 2027	\$14,735
Less: Principal Due in 2028	\$35,000
Less: Interest Due in 2028	\$12,950
Less: Principal Due in 2029	\$35,000
Less: Interest Due in 2029	\$11,165

Less: Principal Due in 2030	\$35,000
Less: Interest Due in 2030	\$9,730
Less: Principal Due in 2031	\$35,000
Less: Interest Due in 2031	\$8,295
Less: Principal Due in 2032	\$35,000
Less: Interest Due in 2032	\$6,860
Less: Principal Due in 2033	\$35,000
Less: Interest Due in 2033	\$5,425
Less: Principal Due in 2034	\$35,000
Less: Interest Due in 2034	\$4,340
Less: Principal Due in 2035	\$35,000
Less: Interest Due in 2035	\$3,255
Less: Principal Due in 2036	\$35,000
Less: Interest Due in 2036	\$2,170
Less: Principal Due in 2037	\$35,000
Less: Interest Due in 2037	\$1,085
Balance 12/31/2037	\$0

SUMMARY INVENTORY OF VALUATION (MS-1) 2020

Value of Land Only

Current Use (at current use values)	\$471,083
Conservation Restriction Assessment	\$1,034
Discretionary Easement (at current use value)	\$2,400
Residential	\$227,129,800
Commercial/Industrial	\$11,824,900

Total of Taxable Land **\$239,429,217**

Tax Exempt & Non-Taxable Land \$16,045,000

Value of Buildings Only

Residential	\$408,472,516
Manufactured Housing	\$759,600
Commercial/Industrial	\$19,262,600

Total of Taxable Buildings **\$428,494,716**

Tax Exempt & Non-Taxable Buildings \$19,712,784

Public Utilities \$10,510,200

Valuation Before Exemptions **\$678,434,133**

Blind Exemptions (1) (\$20,000 per exemption)	\$20,000
Elderly Exemption (53)	\$6,291,300
Disabled Exemption (3) (\$80,000 per exemption)	\$240,000
Solar Energy Systems Exemption (49)	\$893,100

Total Dollar Amount of Exemptions: **\$7,444,400**

**Net Valuations on Which Tax Rate for Municipal, County
& Local Education Tax is Computed** **\$670,989,733**

Less Public Utilities \$10,510,200

**Net Valuation Without Utilities on Which Tax Rate for State
Education is Computed** **\$660,479,533**

Total Number of Acres Receiving Current Use 4,178.49

Number of Individuals Granted Elderly Exemptions in 2020 53

18 age 65-74: total exemption granted: \$1,440,000
 15 age 75-79: total exemption granted: \$1,800,000
 20 age 80+: total exemption granted: \$3,051,300

Town Meeting Minutes March 10 & 11 2020

The meeting was opened at 7am on Tuesday, March 10th by Moderator Peter Webb.

Inspectors of Election/Ballot Clerks were as follows: Susan Chimento, Nancy Reichl, Elizabeth Solon & Kathleen Trasatti.

Polls closed at 7:30pm	
Total names on the checklist	3,939
Total ballots cast-	978
<u>Absentee Voters-</u>	<u>14</u>
Total votes	992

The business meeting was called to order at 7:10pm on March 11th by Moderator Peter Webb. There were 301 voters in attendance.

Peter Webb led the Pledge of Allegiance. A round of applause was given to the people who served in the military and a moment of silence for the residents that passed away in 2019.

Peter Webb introduced the Town Administrator, Selectboard, Town Clerk/Tax Collector and Finance Committee.

Chief William Quigley took a moment to recognize an accomplishment that had not been done before in the history of the Brookline Police Department. He asked Master Patrolman Bob Pelletier and Master Patrolman Rick Nicosia to come front and center. He stated that these two police officers, for the very first time in the history of the Brookline Police Department, have completed 20 years of service. Earlier this month they were recognized in a full staff meeting at the Police Department, but he didn't feel that was good enough. He wanted the entire town to get the chance to recognize them. They now have a 20-year service bar to wear proudly on their uniforms. Thank you both for your commitment and dedication to the town of Brookline.

Becky Kellner took a moment to recognize our Postmaster David Boissonnault Jr. She said David consistently puts the needs of our small town first. During the very busy winter holiday season, he extended the Post Office hours for periods of time to allow people to pick up packages. He was wonderful using social media to make announcements and took great care of people's packages during very bad weather. She said he always greets my family with a smile and goes above and beyond his job duties and often helps carry a package out to a car. I know quite a few people who travel from other towns because of his service. He sets a great tone and all of his staff follow suit. It is these positive experiences which makes living in our small town so wonderful. Let's give a round of applause and thanks to David for the exceptional job that he does for our town.

RESOLUTION

Be it resolved that: In acknowledgement of and with great appreciation for his service to the Town of Brookline as its Cemetery Sexton for the past five years, including the day-to-day maintenance of the town's four cemeteries, and serving as the town's contact for arranging and carrying out burials, the residents of Brookline, through its Selectboard, gives thanks to and recognizes:

Jerry Farwell

You have consistently demonstrated excellence and dedicated service to the Town of Brookline for which we are all very grateful. Thank you!

Presented, this 11th day of March 2020
By the Selectboard

Brendan Denehy, Eddie Arnold, Ron Olsen, Drew Kellner &
Steve Russo

RESOLUTION

Be it resolved that: In acknowledgement of and with great appreciation for his service to the Town of Brookline as a Selectboard and Planning Board member for the past seven months, the Finance Committee for a year and a half, and as a Library Trustee for eight years, the Town of Brookline, through its Selectboard, gives thanks to and recognizes:

Steve Russo

You have consistently demonstrated dedicated service to the
Town of Brookline for which
we are all very grateful.

Presented, this 11th day of March 2020
By the Selectboard

Brendan Denehy, Eddie Arnold, Ron Olsen & Drew Kellner To the inhabitants of the Town of Brookline in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at the Captain Samuel Douglass Academy in said Brookline on Tuesday, the tenth (10th) day of March at 7:00 am to act upon the following subjects:

Article 1.

To choose all necessary Town Officers for the ensuing year.

Selectboard- 3 year	Dana Ketchen- 507 Stephen Russo- 378 Edward D Arnold- 565 Joseph Delpapa Jr.- 163
Town Clerk/ Tax Collector- 3 year	Patricia Howard-Barnett- 897
Town Moderator- 2 year	Peter Webb- 890
Town Treasurer- 1 year	Eric Bernstein- 789

Board of Assessors- 3 year	Pat Burke- 447 Marcia Farwell- 369
Fire Ward- 3 year	David Joki- 807
Finance Committee- 1 year	Write -in- Dennis Comeau 37
Finance Committee- 3 year	Write-in- Matthew Mailloux 73
Library Trustee- 3 year	Catherine Livezy- 327 David Partridge- 436 Kimberly Rogers- 528
Town Trustee- 3 year	Write-in- Melanie Levesque 36
Cemetery Trustee- 1 year	Ann Webb- 833
Cemetery Trustee- 3 year	Brian Rater- 798
Supervisor of the Checklist- 6 year	Write-in- vacant

Brookline School District Ballot

School District Treasurer- 1 year	Robert Rochford- 777
School District Moderator- 1 year	Write-in- Peter Webb 82
School District Clerk- 1 year	Write-in
School Board Member- 3 year	Karen Jew- 685 Alison Marsano- 725

ARTICLES

Article 2. To see if the Brookline School District will vote to approve the cost of items included in the three-year collective bargaining agreement reached between the Brookline School Board and the Brookline Teachers Association for the 2020-2021, 2021-2022 and 2022-2023 school years, which calls for the following increase in professional staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>
2020-2021	\$146,163
2021-2022	\$170,569
2022-2023	\$163,945
Total:	\$480,677

and further to raise and appropriate a sum of **\$146,163** for the first fiscal year (2020-21 school year), such sum representing the additional costs attributable to the increase in professional staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. **The School Board recommends this article 4-1-0. The Finance Committee does not recommend this article 1-2-0**
YES- 466 NO- 431

Article 3. To see if the Brookline School District will vote to implement a Full-Day Kindergarten Program at Richard Maghakian Memorial School starting with the 2020-2021 school year, and to raise and appropriate the sum of **\$143,065** (Gross Budget) for the purpose of funding the additional operating costs of the program. It is anticipated that 65 students will be enrolled for total additional State revenues of \$120,535. Defeat of this article will have no impact on continuing the Kindergarten program currently in place.

If this article passes, the General Fund Operating Budget will decrease by \$96,965 and the General Fund Revenues will also decrease by \$96,965, which represents the revenue sources related to the Kindergarten program currently in place that will not be available if Full-Day Kindergarten passes; the cost of

operating Full-Day Kindergarten will be included in the operating budget in future years.

Additional cost of new full-day program:	\$46,100
Expected State funding:	\$120,535
Current parent-paid revenue that will be lost:	\$217,500
Revenue difference:	\$96,965
Net effect to the taxpayer:	\$143,065

The School Board recommends this article 5-0-0. The Finance Committee does not recommend this article 1-2-0

YES- 491 NO- 485

Article 4. To see if the Brookline School District will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$9,459,497**. Should this article be defeated, the default budget shall be **\$9,379,264**, which is the same as last year, with certain adjustments required by previous action of the school district or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Majority vote required to pass. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

YES- 669 NO- 295

Article 5. To see if the school district will vote to raise and appropriate a sum of up to **\$75,000** to be added to the previously established SCHOOL FACILITIES MAINTENANCE EXPENDABLE TRUST FUND, this sum to come from the June 30 unassigned fund balance (surp lus) available for transfer on July 1, 2020. No amount to be raised from taxation. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

YES- 740 NO- 223

Article 6. To see if the school district will vote to raise and appropriate a sum of up to **\$25,000** to be added to the previously established SPECIAL EDUCATION EXPENDABLE TRUST FUND, this sum to come from the June 30 unassigned fund balance (surplus) available for transfer on July 1, 2020. No amount to be raised from taxation. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 2-1-0.**

YES- 714 NO- 241

Article 7. To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of up to **\$40,000** to go into said fund. This sum to come from the unassigned fund balance (surplus) available for transfer on July 1, 2020. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 2-1-0.**

YES- 608 NO- 350

Article 8. Shall the voters of the Brookline School District adopt a school administrative unit budget of \$1,807,100 for the forthcoming fiscal year in which **\$319,460** is assigned to the school budget of this school district? This year's adjusted budget of \$1,718,104 with \$307,815 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 2-1-0.**

YES- 597 NO- 360

Article 9. To see if the school district voters will authorize the Brookline School District to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

YES- 810 NO-

Hollis Brookline School District Ballot

School Board- 3 year

Kate Stoll- 822

Budget Committee- 3 year

Write-in David Blinn 69

2.) (By Ballot) Are you in favor of the adoption of the following amendments as proposed by the Planning Board for the Town of Brookline Zoning Ordinance as follows:

Amendment Number 1:

1506.01, Open Space Development. Add the following language to the end of the existing paragraph: *“A pre-conveyance open space conservation easement deed shall be recorded and shall have an easement sunset upon conveyance to the Town or homeowners association”.*

YES- 640 NO- 255

Amendment Number 2:

1800.00, Driveway Ordinance. Paragraph #4 of the “Driveway Permit Application”: Change *“Road Agent”* to *“Department of Public Works Director”*.

YES- 833 NO- 111

Surveyor of Wood & Lumber: On a motion by Peter D’Agostino, 2nd Lynn Rich, we elected Jerry Farwell as Surveyor of Wood & Lumber.

Sexton: Jerry Farwell has resigned from the position of Sexton. Peter Webb suggested the Cemetery Trustees be in charge of appointing the next Sexton. Judy Cook made the motion, 2nd Robert Rushton. Ann Webb said if anyone has interest in being a Sexton to please contact the Cemetery Trustees.

3.) To hear all reports of the Selectboard and other Town Officers and Committees.

On a motion by Ann Webb, 2nd Rena Duncklee

HAND VOTE YES

Peter D'Agostino made a motion to move Articles 19, 21 & 22 ahead of Article #4. 2nd Chris VanVeen

HAND VOTE YES

19.) To see if the Town will vote to rescind the unused portion of the \$1,200,000 bond authorization that was approved at the March 2017 town meeting for the purchase of lots K-33 and K-34. A bond totaling \$800,000 was issued for the land purchases and therefore the balance of the authorization, or \$400,000, was not needed and should be rescinded. (Requires 2/3 ballot vote). ***(Recommended by the Selectboard 5-0; Recommended by the Finance Committee 3-0).***

Drew Kellner made a motion, 2nd Roy Wallin. Drew Kellner spoke briefly to the Article.

SECRET BALLOT YES- 267 NO-9

21.) (By Petition) To see if the Town shall adopt the provisions of RSA 32:14 to establish a municipal budget committee to assist its voters in the prudent appropriation of public funds. (Requires ballot vote). Eric Pauer made a motion, 2nd Peter Walker. Eric Pauer had a presentation for voters and spoke to the Article.

Eric Pauer made a motion to Amend, 2nd Peter Walker, to instruct the Selectboard to convene a study committee on the issue of a budget committee. The Committee shall consist of a Selectboard member, School Board member, Finance Committee member and members of the public. Report findings by October 1, 2020. 2nd Peter Walker.

HAND VOTE YES

Peter D'Agostino made a motion to reconstrict reconsideration to Article #21.

HAND VOTE YES

22.) (By Petition) To see if the Town will vote to direct the Hollis Brookline Cooperative School Board, pursuant to RSA 195:25, to undertake a study of the feasibility and suitability of

the withdrawal of the pre-existing Brookline School District from the Hollis Brookline Cooperative School District. Eric Pauer made a motion to Amend the article, 2nd Peter Walker. To see if the Town will vote to direct the Selectboard to undertake a study of the feasibility and suitability of the withdrawal of the pre-existing Brookline School District from the Hollis Brookline Cooperative School District. The study shall be conducted by the committee composed of one member of the Brookline pre-existing district's school board, one member of the Brookline Selectboard, one member of the Brookline finance committee, four Brookline residents not currently serving on any school board within Brookline or the cooperative school district, and such other members who will add new perspectives and insights as may be appointed by the committee. The committee shall hold its first meeting no later than 45 days following its creation or by the vote at the 2020 Brookline annual town meeting. Within 180 days after the committee's first meeting, the committee shall report its findings to the Brookline Selectboard. If the committee finds that more time and information are needed to make the determination, the committee shall reconvene within 30 days of filing its initial report and continue its work. The committee shall examine alternatives to the Hollis Brookline Coop including, but not limited to, creating a new grade 7-12 public educational infrastructure within Brookline, allowing other communities to tuition students into Brookline in connection with the same, tuition arrangements between Brookline and outside districts and establishing an accredited public charter school system serving the community of Brookline. The committee shall write a report of its findings and, if withdrawal is deemed viable, develop a high-level withdrawal plan and submit the same to the Brookline Selectboard no later than January 11, 2021. The plan or report shall be advisory only. Eric Pauer had a presentation for voters and spoke to the Article.

Cindy LaCroix made a motion to end discussion, 2nd Peter Walker.

SECRET BALLOT YES-52 NO-222

Joseph Hartman made a motion to reconstrict reconsideration to Article #22. 2nd Peter D'Agostino.

HAND VOTE YES

David Santuccio made a motion to limit all comments to 2 minutes moving forward. 2nd Bonnie Fessenden.

HAND VOTE YES

4.) To see if the Town will vote to raise and appropriate the sum of **\$53,119** for the purpose of hiring a second full-time public works employee for the Town of Brookline or take any action relative thereto. Said sum includes \$36,307 in pay and \$16,812 in benefits for seven and a half (7.5) months of 2020 (the 12-month total annualized cost is \$88,704). If passed, warrant article #5 will be reduced by \$42,000. *If approved, the amount raised will be incorporated into the highway department salary and personnel administration budgets for accounting purposes. (Recommended by the Selectboard 5-0; Recommended by the Finance Committee 2-1).* Brendan Denehy made a motion, 2nd Judy Cook. Mike Wenrich spoke to the article.

Dana Ketchen made a Motion on behalf of the Finance Committee to amend the article to read as follows, To see if the Town will vote to raise and appropriate the sum of \$46,812 for the purpose of hiring a second full-time Public Works employee for the Town of Brookline or take any action relative thereto. The said sum includes \$30,000 in pay and (approximately \$16,812 in benefits to be determined based on pay) for (7.5) months of 2020 (the 12-month total annualized cost is \$74,899) If passed, warrant article #5 will be reduced to \$42,000. If approved, the amount raised will be incorporated into the highway department salary and personnel administration budget for accounting purposes. 2nd Eric Pauer. Amendment failed.

HAND VOTE YES

5.) To see if the Town will vote to raise and appropriate the sum of \$5,071,826 to defray town charges for the ensuing year and make appropriation of the same. **(Recommended by the**

Selectboard 5-0; Recommended by the Finance Committee 2-1).

Brendan Denehy made a motion. 2nd Ian McNabb. Brendan said that the board has made the following changes to the budget from what was printed in the town report.

Drainage improvements decreased \$10,000

Drainage maintenance decreased \$4,000 to \$4,000

Gravel and grading decreased \$2,000

Road maintenance decreased \$12,000

Snow & Ice Management reduced \$40,000

Equipment maintenance increased \$2,000

Fuel/oil/fluids/parts increased \$3,000

Training and uniforms increased \$1,000

\$9,038 increase in the salary line for the library to correct a budgeting error they made in 2019 that carried over to their 2020 budget. They handled the 2019 error with their own funds but asked for an increase in their 2020 budget to correct the compounding error in this year's budget. Brendan Denehy had a presentation on the budget and Brian Rater spoke on behalf of the Finance Committee. The changes show the budget was decreased from \$5,071,826 to **\$5,018,864**

Dana Ketchen made a motion to amend the article to \$5,002,014. She stated that the deductions were modest, but she would like to reduce the employee wage increase by \$6,850 and remove \$10,000 from the Department of public works. She stated that there was money spent from the operating budget to refurbish a town truck and that money was available in a capital reserve fund. Amendment failed.

HAND VOTE YES

Mark Fessenden made a motion to reconstrict reconsideration to Articles 4 & 5, 2nd Bonnie Fessenden.

HAND VOTE YES

6.) To see if the Town will vote to raise and appropriate **\$150,000** to be deposited into the previously established Public

Works Equipment Capital Reserve Fund for the purchase of public works equipment or take any action relative thereto. ***(Recommended by the Selectboard 4-1; Recommended by the Finance Committee)***

2-1 Brendan Denehy made a motion, 2nd Ann Somers. Rui Loura made a motion to amend the article to read as follows: To see if the Town will vote to raise and appropriate \$80,000 to be deposited into the previously established Public Works Equipment Capital Reserve Fund for the purchase of public works equipment or take any action relative thereto, 2nd Roy Wallin. Amendment failed.

Candice Cuhna made a motion to amend the article reducing the cost to \$115,000. 2nd Matthew Mailloux. Peter D'Agostino moved the question. 2nd Bonnie Fessenden. Amendment failed.

HAND VOTE YES

Bob Eaton made a motion to restrict reconsideration on Article 6, 2nd Roy Wallen.

HAND VOTE YES

Meeting was recessed at 11:10pm and will reconvene Thursday, March 12, 2020 @ 7pm.

7.) To see if the Town will vote to raise and appropriate the sum of \$163,900 to purchase a new forestry fire truck. Said appropriation is contingent upon and will be offset by an Assistance to Firefighters Program grant in the amount of \$155,705 and \$8,195 from the existing Fire Truck Capital Reserve Fund. This will be a non-lapsing appropriation per RSA 32:7, IV. ***(Recommended by the Selectboard 4-1; Recommended by the Finance Committee 2-1).***

Charlie Corey made a motion to amend the article. To see if the Town will vote to raise and appropriate the sum of **\$156,095.24** to purchase a new forestry fire truck. Said appropriation is contingent upon and will be offset by an Assistance to

Firefighters Program grant in the amount of \$155,705 and **\$7,804.76** from the existing Fire Truck Capital Reserve Fund.

This will be a non-lapsing appropriation per RSA 32:7, IV. 2nd Peter D'Agostino.

AMENDMENT PASSED

HAND VOTE YES

8.) To see if the Town will authorize the Selectboard to enter into a three-year lease/purchase agreement for a total of \$590,000 for the purpose of leasing and equipping a new fire engine and to raise and appropriate **\$202,122** for the first year's payment. The second annual lease payment will be made from the operating budget and final payment will be made from the Fire Truck Capital Reserve Fund. Said lease contains a fiscal funding clause which permits the termination of the lease on an annual basis should the funds necessary to make the required payments not be appropriated at town meeting. The purchase of this vehicle will replace the 25-year old 5E2. *(Recommended by the Selectboard 3-2; Recommended by the Finance Committee 2-1).*

Charlie Corey made a motion to amend the article. To see if the Town will authorize the Selectboard to enter into a three-year lease/purchase agreement for a total of \$588,225 for the purpose of leasing and equipping a new fire engine and to raise and appropriate **\$201,032** for the first year's payment. The second annual lease payment will be made from the operating budget and final payment will be made from the Fire Truck Capital Reserve Fund. Said lease contains a fiscal funding clause which permits the termination of the lease on an annual basis should the funds necessary to make the required payments not be appropriated at town meeting. The purchase of this vehicle will replace the 25-year old 5E2. 2nd Bonnie Fessenden.

Peter Bretschneider had a presentation and spoke to the article.

AMENDMENT PASSED

SECRET BALLOT- YES-82 NO-30

Charlie Corey made a motion to restrict reconsideration on Article 7, 2nd Eddie Arnold. **HAND VOTE YES**

10.) To see if the Town will vote to raise and appropriate the sum of **\$60,000** for the purpose of road improvements to Hood Road, or take any action relative thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2024. ***(Recommended by the Selectboard 5-0; Not recommended by the Finance Committee 2-1).***

Brendan Denehy made a motion, 2nd Judy Cook.

Mike Wenrich spoke to the article. Lorna Spargo made a motion to move the question. 2nd Ed Arnold.

SECRET BALLOT YES-72 NO-37

Charlie Corey made a motion to restrict reconsideration on Article 8, 2nd Rena Duncklee. **HAND VOTE YES**

9.)To see if the Town will vote to raise and appropriate **\$40,000** to be deposited into the previously established Fire Truck Capital Reserve Fund for the purchase of a fire truck, or take any action relative thereto. ***(Recommended by the Selectboard 5-0; Recommended by the Finance Committee 3-0).***

Steve Russo made a motion, 2nd Rena Duncklee. Drew Kellner spoke to the article.

Barbara Arnold made a motion to amend the article to see if the Town will vote to raise and appropriate \$30,000 to be deposited into the previously established Fire Truck Capital Reserve Fund for the purchase of a fire truck, or take any action relative thereto. 2nd Charlie Corey. Amendment FAILED.

HAND VOTE -YES

Pete D'agostino made a motion to move to Article 12. 2nd Doug Barnett. **HAND VOTE YES**

Joe Delpapa made a motion to restrict reconsideration on Articles 9 & 10, 2nd Kristen Austin. **HAND VOTE YES**

12.) To see if the Town will vote to raise and appropriate the sum of **\$51,403** for the purpose of hiring a ninth full-time police officer for the Town of Brookline, or take any action relative thereto. Said sum includes \$31,000 in pay and \$20,403 in benefits for six (6) months of 2020 (the 12-month total annualized cost is \$102,806). *If approved, the amount raised will be incorporated into the police department pay and personnel administration budgets for accounting purposes. (Recommended by the Selectboard 5-0; Recommended by the Finance Committee 3-0).*

Ron Olsen made a motion, 2nd Doug Barnett. Chief Bill Quigley spoke to the article.

SECRET BALLOT YES-98 NO-11

11.) To see if the Town will vote to establish a Capital Reserve Fund (CRF) pursuant to the provisions of RSA 35:1, which shall be known as the Radio Capital Reserve Fund, the purpose of which shall be to defray costs of design and replacement of current radio equipment for emergency services and public works and, further, pursuant to RSA 35:15, to name the Selectboard as agents to expend from said fund; also to raise and appropriate the sum of **\$60,000** to be placed in said fund. *(Recommended by the Selectboard 5-0; Recommended by the Finance Committee 2-0, with one abstention).*

Ron Olsen made a motion, 2nd Roy Wallen. Ambulance Director Shawn Jackson, who is a non-resident, was given permission to speak to the article.

HAND VOTE YES

13.) To see if the Town will vote to raise and appropriate the sum of \$130,000 in additional funds to construct a pedestrian bridge over the Nissitissit River on Mason Road and a sidewalk (including pedestrian bridge) on South Main Street (from Route 130 to the rail trail). Said appropriation will be offset by a Federal Transportation Alternative Program Grant in the amount

of \$104,000 and **\$26,000** from general taxation. This will be a non-lapsing appropriation per RSA 32:7, IV. These funds will be used only if the funds provided by 2017 warrant article #7 are insufficient to complete the project. ***(Recommended by the Selectboard 4-1; Recommended by the Finance Committee 2-0, with one abstention).***

Ron Olsen made a motion, 2nd Brendan Denehy. Brendan Denehy spoke to the article. Lorna Spargo moved the question, 2nd Judy Cook.

HAND VOTE YES

Peter Dagostino made a motion to restrict reconsideration on Article 12, 2nd Mike Wenrich.

HAND VOTE YES

Graham Loff made a motion to restrict reconsideration on Article 11, 2nd Rena Duncklee.

HAND VOTE YES

Roy Wallen made a motion to restrict reconsideration on Article 13, 2nd Judy Cook.

HAND VOTE YES

14.) To see if the municipality will authorize the establishment of a capital reserve fund to meet our constitutional and statutory requirement that assessments are at full and true value at least as often as every fifth year. Furthermore, to raise and appropriate the sum of **\$16,590** towards this purpose and to appoint the Selectboard as agents to expend from the fund. It is anticipated that a revaluation will take place in 2023. ***(Recommended by the Selectboard 5-0; Recommended by the Finance Committee 3-0).***

Eddie Arnold made a motion, 2nd Judy Cook.

HAND VOTE YES

15.) To see if the Town will vote to raise and appropriate the sum of **\$3,877** to be deposited into the Ambulance Service

Expendable Trust Fund with said funds to come from the unassigned fund balance. The Selectboard and Ambulance Chief have already been voted agents to expend from this fund (1998 - Warrant Article #6). ***(Recommended by the Selectboard 5-0; Recommended by the Finance Committee 2-0, with one abstention).***

Brendan Denehy made a motion, 2nd Judy Cook.

HAND VOTE -YES

16.) To see if the Town will vote to allow for any “operational expenses” related to management of Lot B-55, also known as the Melendy Pond property, to be spent out of the Melendy Pond Revolving Fund that was approved at the March 2019 town meeting. When originally approved, use of the fund was limited to covering “ongoing maintenance...and future demolition of structures”. ***(Recommended by the Selectboard 5-0).***

Eddie Arnold made a motion, 2nd Rena Duncklee. Eddie Arnold spoke to the article.

HAND VOTE-YES

17.) Shall the Town vote to adopt the provisions of RSA 72:28-b, All Veterans’ Tax Credit? If adopted, the Credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500, the same amount as the standard or optional veterans’ tax credit voted by the Town under RSA 72:28. ***(Recommended by the Selectboard 4-1; Recommended by the Finance Committee 2-0, with one abstention).***

Judy Cook made a motion, 2nd Greg D’arbonne. Greg D’arbonne spoke to the article.

Jason Kramarczyk made a motion to amend. Shall the Town vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit? If adopted, the Credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days of active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$750, the same amount as the standard or optional veterans' tax credit voted by the Town under RSA 72:28. 2nd Joe Delpapa.

Amendment failed.

HAND VOTE YES

18.) Shall we modify the provisions of the previously adopted RSA 72:35 to increase the current tax credit of \$2,000 to the maximum allowable tax credit of \$4,000? This credit is for any person who has been honorably discharged or an officer honorably separated from the military service of the United States and who has total and permanent service-connected injury, or the surviving spouse of such a person. *(Recommended by the Selectboard 5-0; Recommended by the Finance Committee 3-0).*

Judy Cook made a motion, 2nd Greg D'arbonne. Greg D'arbonne spoke to the article.

HAND VOTE YES

20.) To see if the Town will vote to accept the following legacies:

- The sum of \$600 for the general maintenance of the Carvalho Lots in Pine Grove Cemetery;
- The sum of \$600 for the general maintenance of the Connors Lots in Pine Grove Cemetery.

HAND VOTE YES

23.) To transact any other business that may legally come before said meeting.

Robert Rushton made a motion to adjourn, 2nd Rena Duncklee
The meeting adjourned at 10:10pm
Monies raised and appropriated **\$5,948,785**

Respectfully submitted,

Patricia Howard-Barnett
Brookline Town Clerk

BROOKLINE AMBULANCE SERVICE 2020 Annual Report

Brookline Ambulance Service (BAS) like many other public safety organizations in 2020 certainly had its challenges. The two most noteworthy are the resignation in August of our Chief of Service and the on-going impact of the COVID-19 Pandemic. However, despite those challenges, the BAS members stepped up and met the town's needs. We responded to four hundred and fourteen (414) emergency calls. Approximately 18% or seventy-four (74) of those calls were to the town of Mason, our contracted partner. Approximately 44% of all our calls were either cancelled in route, the patient refused transport to the hospital, or the patient was expired on scene. Of the patients we transported, 96% went to Nashua Hospitals (St. Joseph Hospital or Southern New Hampshire Medical Center). The most frequent call type was fall related injuries at 14% followed closely by motor vehicle crashes at 11%. A more detailed statistical analysis is provided on the adjacent page.

BAS operates twenty-four (24) hours per day three hundred and sixty-five (365) days a year. We are staffed by two full time employees (a Paramedic and a Paramedic Chief) who cover Monday through Friday 8 am to 4 pm and the remaining time is covered by our Call Members which consist of three (3) Paramedics, four (4) Advanced Emergency Medical Technicians, and thirteen (13) Emergency Medical Technicians. All our staff are Nationally Registered and licensed by the State of NH's Department of Safety-Bureau of Emergency Medical Services. We greatly appreciate the expertise, compassion, and dedication that all our members give to Brookline. The members' length of service to Brookline vary from our brand-new Chief with a few months on the job to our longest actively serving member, Bobbie Canada with forty-two (42) years of service! This year we had two members reach a service milestone of twenty-five (25) years. CONGRATULATIONS AND THANK YOU to Paramedics Gary Arruda and Janice Watt for twenty-five (25) years of service to the residents and visitors of Brookline, NH.

With the resignation of our Chief of Service, once again Paramedic Jan Watt answered the call to support the town and the membership by serving as the Acting Chief. We would like to take a moment to recognize and express our gratitude and appreciation for the dedication, compassion, and professionalism consistently demonstrated by Paramedic Watt to both the members of BAS and to the residents and visitors to the town of Brookline. THANK YOU, JAN! Of course, this could not have been done without the fantastic contributions of our members who filled the needs whenever requested including participating in the search and selection of our new Chief.

In December, we welcomed Jeffrey Stewart as the new Chief of Service. Chief Stewart's most recent position prior to joining BAS was as the Project FIRST Director for Concord Fire Department. Project FIRST is a Substance Use Disorder grant initiative through the Federal Substance Abuse and Mental Health Services Administration. He brings to us a robust and comprehensive skill set which includes patient care, education, and leadership in medium and large ambulance organizations. He is a Nationally Registered Paramedic, licensed in both MA and NH including the instructor-coordinator credential. We look forward to his contributions to our Service.

We would like to thank the Police, Fire, Emergency Management, and Public Works Departments for their assistance and teamwork both active patient care situations and the administrative guidance during this challenging year. And finally, an expression of gratitude to the Town Administrator, Tad Putney, Administrative Assistant Sharon Sturtevant, and the Board of Selectman for their incredible support and counsel.

Respectfully submitted,

Brookline Ambulance Service

BROOKLINE AMBULANCE SERVICE STATISTICS 2020

CALL INCIDENT BY TYPE JANUARY – DECEMBER 2020			
TYPE	QUANTITY	TYPE	QUANTITY
Arm/Should/Leg Injury	7	Lift Assist	38
Alcohol Related	1	Medical Alarm	11
Allergic Reaction	5	Motor Vehicle Crash	45
Altered Mental Status	11	Obstetric/Childbirth	1
Breathing Problem	26	Overdose – Drug	1
Cardiac Arrest	7	Pain – Abdomen	17
Cardiac Arrhythmia	8	Pain – Chest	15
CO or Other Gas Exposure	8	Pain – All Other	17
Diabetic Problem	3	Psychiatric/Behavioral	13
Dizziness	6	Police Assist, Patient Evaluation	15
Fainting/Syncope	5	Seizure	11
Fall	57	Trauma/Struck by/Domestic	7
Fire Standby / Rehab	10	Untimely Death	1
Hemorrhage, Non-Trauma	6	Unconscious/Unresponsive Person	11
Home Illness, Fever, Nausea, Vomiting, Diarrhea	22	Weak, Numbness, Stroke Symptoms	15
Laceration/Cut	6	Other/Unknown Problem	8
TOTAL CALLS 2020: 414			
CALL TIME BREAKDOWN			
Days:	143 (35%)	Town of Mason Calls:	74 (18%)
Nights:	154 (37%)		
Weekends:	117 (28%)		

YEARS OF SERVICE TO BROOKLINE AMBULANCE

Bobbie Canada, EMT	42 yrs.	Jacob McGettigan, EMT	7 yrs.
James Deffley, Paramedic	29 yrs.	MacKenzie Gavin, EMT	4 yrs.
Gary Arruda, Paramedic	25 yrs.	Deena Biesecker-Hall, EMT	3 yrs.
Janice Watt, Paramedic	25 yrs.	Graham Loff, EMT	3 yrs.
Glenn Spargo, AEMT	24 yrs.	Dee Joki, EMT	2 yrs.
Richard Gribble, AEMT	22 yrs.	Alyssa Rich, EMT	1 yr.
Patricia McCubrey, EMT	18 yrs.	Rui Loura, EMT	1 yr.
Timothy McGettigan, EMT	17 yrs.	Bennett Decoteau, EMT	1 yr.
Jason Kramarczyk, AEMT	13 yrs.	Chance Lavoie, EMT	1 yr.
Francis Gavin, Paramedic	13 yrs.	Beth Williams, EMT	1 yr.
David Muse, Jr., AEMT	9 yrs.	Jeffrey Stewart, Paramedic	Less than 1 yr.

2020 SELECTBOARD REPORT

2020 will certainly be remembered for multiple challenges presented by a global pandemic. As a board, we ended the year feeling fortunate that the direct impacts on Brookline were less than once feared and hopeful that coming vaccinations will soon bring about a return of important things – both big and small – that we value and have missed.

The year's challenges make us especially thankful for the dedication and care of our first responders who worked under difficult circumstances to care for our residents whenever the need arose. We also extend our thanks to all residents for their understanding and cooperation while town offices were closed, public meetings switched to a “virtual” format, and when precautions were put in place for the protection of all.

The pandemic led to unanticipated costs for the town. The impact, however, was addressed through federal funds that were received. In mid-2020, we received \$126,347 in unanticipated funds to address the financial impacts.

As for the board's regular activities, the board chartered a second DPW Building Committee to continue the work of the prior year's committee. Members worked with a construction management firm and architect to locate and design a new facility that will provide critical support for the town's growing public works department for decades to come.

The proposed public works facility will be adjacent to the transfer station in order to use land already owned by the town and to enhance the operations of the transfer station. We are seeking taxpayer approval for a \$2.7 million bond to build the facility. With historically low interest rates (1.58% on the most recent 20-year bonds), there are significant benefits to locking in financing now. The bond payment schedule for the facility has been customized to consider the lapsing of two other bonds in 2022 and 2023, thereby minimizing the year-to-year tax impact of this project. If approved, the first bond payment for the new facility would not be due until 2022.

Progress continued in putting the Melendy Pond property on stronger financial ground. At year-end, the Melendy Pond Revolving Fund had a balance of over \$66,000, a significant increase from \$39,000 at the beginning of the year. New leases that were signed in 2019 with some tenants will provide the funds necessary to reduce or eliminate future costs to taxpayers related to management of this town property.

During 2020, all of the town's streets lights, including most at the transfer station, were converted to LEDs. This will result in reducing the annual cost of street lighting by about 50% - and save \$6,000 annually.

In late 2020, the town and NH Department of Transportation (NHDOT) initiated a formal Road Safety Audit of the Route 13/South Main Street intersection. An engineering firm was retained by the state to conduct a review of safety concerns voiced by residents, town officials and nearby business owners. A report with alternatives and recommendations for addressing the concerns is expected in 2021. Based on guidance from NHDOT, we expect significant improvements will be made to the intersection in the next few years with the improvements funded fully through state and/or federal funds.

The engineering firm of Hoyle Tanner is completing engineering work on the Bond Street Bridge, which was constructed in 1946. The engineering work will be completed in 2021 and replacement of the bridge is tentatively scheduled for 2023 or 2024 under the State Bridge Aid Program, which funds 80% of the project's costs.

Engineering work is wrapping up for the sidewalk and pedestrian bridge project on South Main Street and Mason Road. Construction is expected to occur in 2021, but is contingent on additional funding being approved through a warrant article due to increases in estimated construction costs.

Brookline continues to enjoy the dedicated service of our town employees at the town hall, transfer station, library, public works, police, fire, and ambulance services. Brookline is also

fortunate to have many active volunteers that serve on the ambulance service, fire association, planning board, zoning board of adjustment, board of assessors, supervisors of the checklist, recreation commission, conservation commission, library trustees, finance committee, economic development committee, capital improvements committee, Community Emergency Response Team (CERT), Souhegan Valley Transportation Collaborative, Brookline school board, Hollis Brookline COOP board and budget committee, and we thank all of them for their hard work on the town's behalf.

We also thank all who are active in youth sports, Scouts, the Friends of the Library, the Fourth of July parade, fireworks, tree lighting, skating rink and the fishing derby. Brookline is fortunate to have the active support of the Garden Club, Brookline Women's Club, Souhegan Valley Karate Club, Hollis Brookline Rotary Club and the Brookline Lions Club for our community programs.

We also express our sincere gratitude to all members of the armed services – both past and present.

Respectively submitted,

Brendan Denehy, Chair
Eddie Arnold, Vice-Chair
Ron Olsen
Drew Kellner
Dana Ketchen

February 8, 2021

BUILDING INSPECTOR'S REPORT - 2020

Type	Number	Revenue
New Single Family Homes	40	\$21,214
New Electrical issued with building permits		Included w/new BP
New Plumbing issued with building permits		Included w/new BP
New HVAC Mechanical issued with building permits		Included w/new BP
New Two Family Homes	0	\$0
New Commercial Building	5	\$4,388
Additions/Alterations Residential	45	\$5,566
Additions/Alterations Commercial	2	\$260
Garages/Barns	9	\$1,232
Sheds	15	\$639
Pools, Above & Inground	8	\$800
Decks/Porches	5	\$323
Plumbing	12	\$895
Electrical	83	\$5,428
Driveways	0	\$0
Signs	1	\$20
Early Start, Extend Permits and Postage Fees	0	\$0
Reinspection Fees	0	\$0
Demolition Only	0	\$0
Airplane Hangar	0	\$0
Records from Archives	0	\$0
Temporary Housing	0	\$0
Fines/etc.	2	\$120
Total:	227	\$40,885

2020 CEMETERY TRUSTEES ANNUAL REPORT

Brookline has four formally recognized cemeteries: Pine Grove Cemetery between South Main and Route 130 is the largest and the only one with available space; the others are Lakeside Cemetery (originally called West Cemetery) on Mason Road, North Cemetery on Route 13 toward Milford, and Cemetery in the Woods, accessible from Louis Drive off Hobart Hill Road/Rocky Pond Road.

The Cemetery Trustees are elected by ballot in overlapping three-year terms. Trustees have oversight of all matters pertaining to the cemeteries and work in conjunction with the Sexton who is responsible for property maintenance and interments.

In the past, the Sexton has been elected annually at town meeting. We would like to express our great appreciation to Jerry Farwell, who worked in that position for many years, as did his father, and his father before him. Thank you, Jerry!

Jerry is no longer able to volunteer for this position and it is a challenging one to fill. Accordingly, with the support of the Trustees, the Selectboard has appointed Mike Wenrich, the Director of the Brookline Public Works, to assume these responsibilities. We are very grateful to Mike for being willing and enthusiastic in taking on this position.

Meetings are held at least every three months, generally in March, June, September and December. Links to applicable By-Laws as well as Brookline's Rules and Procedures may be found at <http://www.brooklinenh.us/cemetery-trustees>.

The Trustees updated the rules and procedures to ensure transparency of expenses, to standardize lot allocations, and to address questions arising about the proper use of the cemeteries.

In 2020 there were four full burials and ten cremations at Pine Grove Cemetery. There were no interments at the other cemeteries.

A decision was made to straighten the entrance to one of the roads at Pine Grove Cemetery, which will be implemented concurrently with the installation of the new sidewalk on South Main Street. We also continue to work towards completion of the fence around Pine Grove.

The proposed cemetery budget for 2021 is \$18,000, the same as 2020. The budget includes funds for minor tree work and the continuing roadway gravel maintenance as well as the usual upkeep of the cemeteries.

The Cemetery trustees are deeply indebted to Judy Cook for her enormous efforts in consolidating, updating and organizing all available cemetery burial records from a wide variety of sources. Judy's contribution offers immeasurable help toward updating our maps, and toward moving our recordkeeping into more comprehensive and easily accessible formats for use by the sexton, those in need of services, and those interested in history. Thank you, Judy!

Brian Rater, Chair

Ann Somers, Secretary

Ann Webb

2020 ECONOMIC DEVELOPMENT COMMITTEE - THE YEAR IN REVIEW

Since chartered In April 2012, the Economic Development Committee (**EDC**) has met on a regular basis and continued to have individual and successful interactions with Brookline business owners and organizations.

Reminder From 2018 - House Bill 316 – Property Tax Exemption for Businesses

Information for Business Owners. At the March 2018 town meeting, voters approved a warrant article allowing the Town to provide a property tax exemption for businesses that build, rebuild, modernize or enlarge within the community. The exemption applies to the municipal and local school property tax portions of property taxes.

The town sets the percentage of the increased assessed value attributable to the construction/addition/renovation (up to 50%) that is exempt. The exemption may run for a maximum of 10 years and the set percentage and duration must be uniformly applied to all projects within the municipality. The adoption of the exemption is good for a maximum period of 5 years. The exemption is not limited to new construction, but also applies to “additions”.

For more information, you may contact the Town Administrator.

The 6th annual ***Chili-Chowder/Soup Cook-Off*** was held on February 16th, 2020 at the Event Center. The room was packed with 300 visitors. Professionals and amateurs brought amazing **Chilis, Chowders** and **Soups** that everyone enjoyed. The event was so successful that some competitors ran out of food!

As a result of Covid-10 and considering the potential risks to all individuals, the Committee made the decision to postpone the **7th Cook-Off** that was scheduled for February 2021. We are looking forward to having this event again very soon and welcoming many of you.

During the summer the Brookline **website** had a “makeover” and the **Business Directory** was updated. It is now available in a new format that is easier to navigate. The Directory is a great way for residents to contact local businesses. Business owners should contact the Town Hall with any updates you may have or if you are not yet listed. (Please, keep in mind that businesses can only be listed under one category). The Committee wants to thank **Dona Eaton** for help with many of the website changes.

This year again, the “**Welcome Packet**” with valuable information about Town services, boards & committees, clubs, and local resources has been offered to all new Brookline residents. Many Brookline entrepreneurs are taking the opportunity to advertise their business by providing coupons and special offers that are included in the packet. Since 2013, the packets have received many positive comments. Welcome Packets are available at the Town Hall.

The EDC continued working on promoting the **Brookline Chapel**. So far, over 100 weddings have been celebrated at the Chapel and it is a significant source of revenue for the Town. A **Facebook page** was set up five years ago for the Brookline Chapel.

Did you know? The Chapel is also available for many other types of events or celebrations such as baptisms, concerts or art expos! A **short video** on the chapel was created and can be viewed on the Brookline Bridal Show & Brookline Chapel Facebook pages as well as on the Brookline website.

In order to keep Brookline Residents and Businesses informed of our efforts, the EDC publishes the **Economic Development Newsletter** that is mailed to all businesses and residents. Unfortunately, this year has not permitted many events and news to be published and the newsletter was printed only once during the winter of 2020. We are looking forward to seeing all Brookline businesses resume their normal activities and share their events soon. Many businesses, organizations and committees have offered their support by providing articles and photos – another great way to get their name out there and

get some “publicity”. The newsletters are all available on the Brookline website which is being viewed by many people and organizations outside the town. We want them to know what a great town Brookline is, to live and work.

The EDC encourages Brookline businesses to get involved and contribute to the economic development of our wonderful town by attending the meetings and sharing their ideas.

By working together, we can achieve great things!

On behalf of the current Economic Development Committee:

Eddie Arnold, Selectboard & Business Owner

Eric Bernstein, Planning Board & Business Owner

Donna Marsh, Realtor

Ron Pelletier, Planning Board & Business Owner

Tad Putney, Town Administrator

Valérie Rearick, Town Planner

Steve Russo, Realtor

Gerrell Smith, Businessman

***“Promote balanced, long-term economic development,
which reflects and enhances the character of our
community”***

2020 EMERGENCY MANAGEMENT REPORT

The Town Of Brookline faced an unprecedented long-duration disaster with the COVID19 Pandemic during 2020. A disaster is defined as a serious disruption occurring over a short or long period of time that causes widespread human, material, economic or environmental loss, which exceeds the ability of the affected community or society to cope using its own resources. The pandemic affected all aspects of our town from disruptions in education, government services, business, and our home life.

The Town of Brookline departments recognized the severity of the pandemic early and were able to minimize the disruption of government services by using effective public health measures, policies and procedures and personnel protective equipment. The Emergency Management Department, working with the town's public safety chiefs and directors was able to obtain a constant supply of personal protective equipment for the town's first responders and town hall staff.

Emergency Management coordinated with the State Of NH Department of Public Health and Homeland Security in supplying information to protect the towns front line workers and citizens.

An important citizen emergency information tool that is used by the Town of Brookline to communicate important public health information and vital town operation messages is the CodeRED Emergency Notification System. The CodeRED System can send phone, text, and e-mail messages to the entire town within a few minutes with a local pre-recorded message describing the emergency situation or supplying important public health information.

Brookline Emergency Management is supported by the dedicated members of Brookline CERT. The Brookline Community Emergency Response Team (CERT) program is an active group of volunteers that assist the Brookline Emergency Management Department. CERT volunteers are trained to

respond safely, responsibly, and effectively to emergency situations, but they also support their communities during non-emergency events as well.

The team educates its volunteers about disaster preparedness and for the hazards that may affect their community. All members receive regular training in basic and advanced disaster response skills.

Brookline CERT is looking for volunteers to assist with town emergency and community events. If you are interested in becoming a CERT member, or just would like more information on the CERT program, please contact the Emergency Management Director at 673-2157.

More Emergency Management and preparedness information can be found on the Brookline town website along with the link to the Brookline Emergency Management Facebook page.

Respectfully submitted,

David J. Coffey
Emergency Management Director

2020 FINANCE COMMITTEE REPORT

The Finance Committee reviews both the town and the Brookline School District budgets. The members of the committee work with the Selectboard and the School Board to review the budgets and make recommendations and suggestions to town officials, the School Board, school administration, and the voters. The committee meets monthly and consists of three townspeople elected by the voters to three-year terms.

The major factor that affected our tax rate this year is a significant, but one-time increase in support from the state government for education. Additionally, the stabilization fund was fully funded at 100% for the first time in several years. This is a significant reversal from recent years in which state support for education has been declining. These funds were used to offset the tax rate, but there is a danger that the following year's tax rate may increase more significantly as this extra funding from the state may not be repeated.

This year, we would like to highlight the "total property tax commitment" of Brookline over the previous 5 years. This is the total amount of funds to be raised by local property taxes. It is calculated by taking the approved expenses of the town and the schools, then subtracting revenues from other sources. The amount that is left is the amount that must be raised by local property taxes.

The total property tax commitment is increased when town-approved expenses increase and when revenues from other sources (such as state support for education) decreases. For the period of 2015 – 2019 (this report was written before the 2020 data was available), the tax commitment saw an average increase of 6% per year. This is in contrast to an average 1.9% increase in inflation.



The average rates of increase in town, elementary school and coop expenses were all similar (4.8% to 5.5%). However, the average increase in support from the state for education was 1.2%, below the rate of inflation. Other revenues increased an average of 5.2%.

The Finance Committee would like to express our thanks to the hard work done by the Town, the School District (including the SAU office) and everyone who work together to run our town and our schools as efficiently but effectively as possible. Brookline is fortunate to have many civic minded volunteers, which helps to keep our taxes lower and provide the town with services and opportunities which would otherwise not be available.

Respectfully submitted,

Brian Rater, Chair
 Matthew Mailloux, Secretary
 Dennis Comeau

2020 FIRE DEPARTMENT REPORT

The Brookline Fire Department would like to thank the taxpayers for your support of our new engine 5E2 that we purchased after the 2020 Town Meeting. We expect to take delivery of the new 5E2 in March 2021.

COVID-19 has been a major concern for the Brookline Fire Department. Our team has worked hard to keep all our employees safe during this pandemic and to provide the services that are expected from us. We also know that the Town's people are counting on us to respond to their emergencies whenever needed. The department has enrolled in the Frost program which gives us the ability of performing asymptomatic COVID-19 testing for first responders. This testing is done on a volunteer basis and many of our members have chosen to take part in this program. In December, Firefighters were eligible to receive the COVID-19 vaccine and are eligible to receive the second dose at the end of January and beginning of February. Most have had little to no side effects from the vaccine and our department will continue to do what it takes to stay healthy.

This year, due to the pandemic, we participated in many birthday parade drive-byes for our residents. We were also asked to help Santa bring some much-needed Holiday Cheer to the children (and to those young at heart) by escorting Santa around town in the fire truck. The organizers of the Santa parade would like to make this an annual event. As in many years' past, we were happy to fill the town ice skating rink again this year. This also helps in providing extra pump training opportunities for our firefighters.

We were successful in being awarded a grant for the new Forestry 5F1 in August 2020. We will receive \$156,095.24 from this grant with the Town's portion paying \$7,804.76. We expect delivery in July 2021. We sold our 26-year-old van to the highest bidder and the proceeds from the sale went to the Town. We will be applying for a grant for rescue equipment when the 2020 Assistance to Firefighters Grant opens in 2021.

We were very happy that both Firefighters Tim Brown and Josh LaLancette returned home safe and sound from their military deployments. We would like to thank both for their military service.

We would like to thank our members who have retired or moved on this year to other endeavors. Richard Veilleux served for one year as firefighter, Josh LaLancette served for three years as firefighter, and Aimee Joki was our Administrative Assistant for one year. We welcome our new Administrative Assistant Stacey Rivard and two new firefighters Dee Joki and Shelby Brown to the Brookline Fire Department.

We respond to many residential fire alarm activations and carbon monoxide (CO) calls each year. While some may be false alarms, many are not, and it has saved people's homes and lives by calling the fire department. Please do not disconnect your smoke or CO detectors for any reason. If you need assistance, please do not hesitate to call the fire department. Carbon monoxide is a tasteless, odorless and colorless gas. It is always best to have your house checked by the fire department if your alarm sounds to ensure the safety of your home and family. If you have battery operated detectors, please change the batteries twice each year and remember it is recommended to replace smoke detectors every ten years and carbon monoxide detectors every seven years. Each home should have one carbon monoxide detector on each floor and one smoke detector on each floor and in each bedroom. Please remember, we are only a phone call away should you have any questions. Smoke and CO detectors **SAVE PEOPLES LIVES!**

In 2020, we responded to 19 mutual aid calls and received mutual aid for six calls. The Souhegan Mutual Aid Association has proven to be instrumental in creating an alliance with our neighboring towns. In November, we received mutual aid from 18 towns as we fought a three-alarm barn fire on Townsend Hill Road. We enjoy working with these professionals and have a great respect and relationship with our neighboring fire departments. Fourteen of the calls we responded to for mutual

aid were to the scene of structure fires and five were for station coverage.

This year, we continued our training on new equipment such as the new NFPA 1989 SCBA air compressor. We take pride in our department for being well prepared for any call we may receive. Our new members are required to complete 246 hours of training in Firefighter Level 1 and attend regular monthly trainings. This year, we had five members complete Level 1 training, two members complete Level 2 training and one member complete EMT training.

Due to the pandemic, we were unable to hold the chicken barbeque or the duck race fundraisers this year. We mailed our annual fundraiser letter to the residents of the town and the letter was very well received. We would like to thank the citizens of Brookline for their generous donations from this fundraiser. The funds from the fundraising letter of 2020 will be used to purchase rescue equipment. Although our firefighters were unable to host fundraiser events in 2020, they are looking forward to hosting the chicken barbeque and duck race again in 2021.

Our team of men and women have their own families and careers, and they answer calls 24 hours a day, 366 days this year to ensure the safety of the citizens of Brookline and its visitors. Their long hours and their families' continued support are very much appreciated as they may miss meals together and have quality time interrupted. The families of our firefighters often have to pick up the slack because their loved one may be at volunteer events, trainings and calls at any time on any day, on any weekend. We cannot express our gratitude enough to all the families and citizens who support the Brookline Fire Department, and we will continue to serve proudly as we have done since 1826. We love our job and love serving the citizens of Brookline.

Respectfully submitted,
Charles E. Corey, Sr., Fire Chief

The Board of Fire Engineers:
David Joki, Asst. Chief
David Flannery, Asst. Chief
David Santuccio, Captain (Retired)

Name	Title	# Years Service	Certifications
Charles Corey, Sr.	Fire Chief	43	Career
David Joki	Assistant Chief	32	Level III
David Flannery	Assistant Chief	21	
Scott Boggis	Captain	22	Level I
Barry Doyle	Captain	19	Level II
Sheryl Corey	Radio	38	
Tom Humphreys	Radio	5	
Roger Francis	Chaplain	5	
Stacey Rivard	Admin. Asst.	New	
Company 1			
Jean-Paul Royea	Lieutenant/ Fire Inspector	13	Level II/EMT
Michael Wenrich	Firefighter	6	Level I
Tyler Pelletier	Firefighter	5	Level I
Daryl Pelletier	Firefighter	5	Level I
Brady Halligan	Firefighter	1	Level I
Shelby Brown	Firefighter	New	
Company 2			
Richard Gribble	Lieutenant	6	Level I/AEMT
Richard Montgomery	Firefighter	18	Level I
Meaghan Fricke	Firefighter	18	Level II
Timothy Fernald	Firefighter	1	Level I
Timothy Brown	Firefighter	8	Level II
Domenic DelPapa	Firefighter	1	Level II
Company 3			
David Cook	Firefighter	10	Career/EMT
Joe Cooper	Firefighter	20	
Gretchen Joki	Firefighter	2	Level III
Joshua Joki	Firefighter	1	Level II

Company 4			
Charles Corey, Jr.	Lieutenant	11	Level I
Paul Bourassa	Firefighter	29	Level I
Peter Bretschneider	Firefighter	24	Level I
Cole Boggis	Firefighter	5	Level II
David Michaud	Firefighter	3	Level I
Timothy Naylor	Firefighter	1	Level I

Company 5			
Brian Moore	Lieutenant	17	Level I
Dee Joki	Firefighter	New	Level II/EMT
Phil Soletsky	Firefighter	18	Level I
James Duval	Firefighter	3	Level I
Shauni McDonald	Firefighter	2	Level I

2020 was again a busy year for both fire calls and inspections. We had 279 calls, just ten fewer than last year. When comparing a ten-year period, 2010-2020, our number of inspections have increased by 22%, from 419 to 510, and our number of calls have increased by 26%, from 221 to 279. As our town population continues to increase, as well as the volume of traffic through our NH Routes 13 and 130, so will the number of calls and inspections.

Fire Calls

The Brookline Fire Department responded to a total of 279 calls, which resulted in a total of 2,388-firefighter hours through December 31st, 2020, and 2,008 Training hours. The following is the breakdown of the calls.

House/Structure	8	Chimney Fire	4
Electrical Fire	1	CO Detectors	13
Public Assist	16	Brush/Illegal Burn	16
Car Accidents	31	Mutual Aid Given	19
Wire/Trees	35	Alarm Activation	47
Gas/Propane/Oil	15	Water/Ice	
Other	5	Service Request	5
Assist Ambulance	34	Smoke Check	22
Assist Police	5	Mutual Aid Received	6

In 2020 there were 261 Seasonal Burn Permits issued. Seasonal Permits may be renewed during the week at the Brookline Fire Station and expire December 31, 2021.

Anyone wishing to obtain a Seasonal Burn Permit for the first time may contact Chief Corey at the station (672-8531).

Fire Inspections

Business Inspections/Re-Inspection	
/Assembly Permits/Final	110
Wood Stove	3
Life Safety Inspection	5
New Home Inspections	32
Fuel Storage	58
Foster Home	2
Boiler	4
Pellet Stove	5
Fire Hazard	1
Generator	6
Gas Furnace	40
Sprinkler Test	9
Hot Water Heater	40
Chimney	4
Gas Stove/oven	25
Tent	3
Fireplace	9
Oii Furnace	2
Gas Piping	113
Smoke Detector	3
Fireplace Vent	11
Attic furnace	1
Gas Cook Top	1
Gas Dryer	1
Gas Fireplace	22
Total Inspections:	510

BROOKLINE HHW PROGRAM PARTICIPATION

Introduction

This report highlights the benefits to the Town of Brookline from its participation in the Nashua Region Solid Waste Management District’s (NRSWMD) 2020 Household Hazardous Waste Program. This program was funded by municipal assessments, user fees, and a grant received by the Nashua Regional Planning Commission from the NH Dept. of Environmental Services. The following charts and figures reflect data from collection events held during the summer and fall of 2020.

2020 Collection Overview

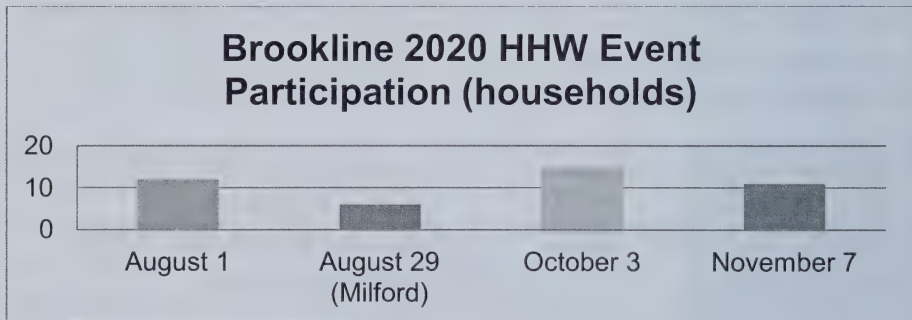
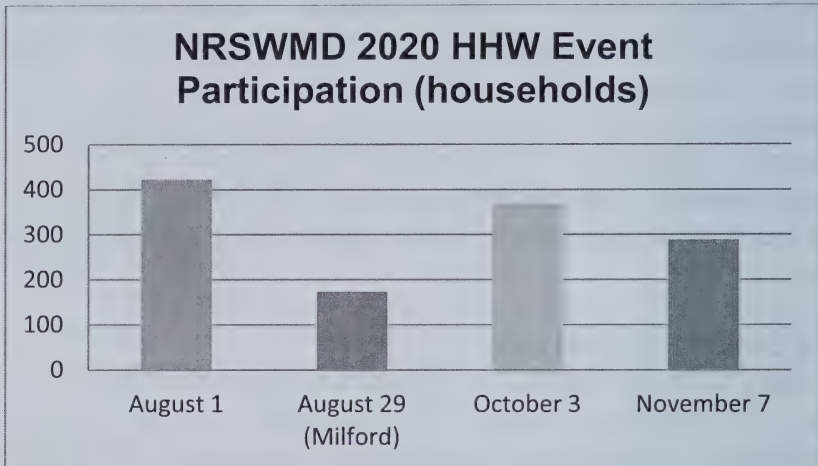
The Covid-19 Pandemic forced the cancellation of the first three (3) collection events. The cancelled events were April, May (Milford), and June. The Milford event was rescheduled for August 29. In total Four (4) collections were held during the 2020 HHW season. Three of the events were located at the temporary site Nashua City Park & Ride (25 Crown Street) and one satellite event was held in Milford. Residents from any NRSWMD member municipality could participate in any event.

Saturday August 1, 8am-12pm, in Nashua	Saturday October 3, 8am-12pm, in Nashua
Saturday August 29, 8am-12pm, in Milford	Saturday November 7, 8am-12pm, in Nashua

2020 Total Participation

In 2020, a total of 1,258 households participated in the HHW collections District-wide; of those, 44 households or 3.5% came from Brookline. According to the 2019 NH Office of Energy and Planning estimates, the population of the NRSWMD region is 221,663. The 2019 OEP population estimate for the Town of Brookline is 5,387, which is 2.4% of the District’s total population. Thus, Brookline residents utilize the collection events at a slightly lower rate than expected based on their population. 55.8% of Brookline participants reported being first time attendees.

Households	Aug. 1	Aug. 29 (Milford)	Oct. 3	Nov. 7	Total	Percent Participation	Percent Population
NRSWMD	423	174	372	289	1,258	N/A	N/A
Brookline	12	6	15	11	44	3.5%	2.4%

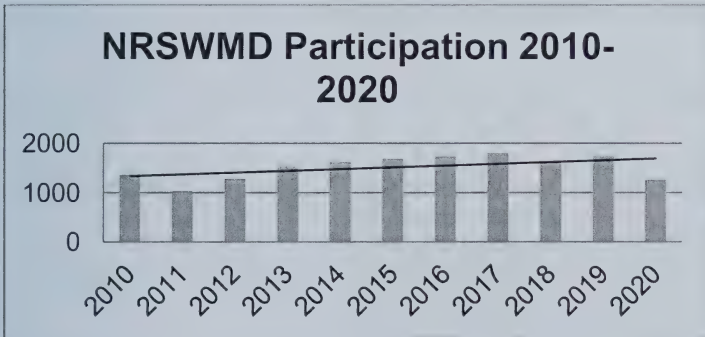
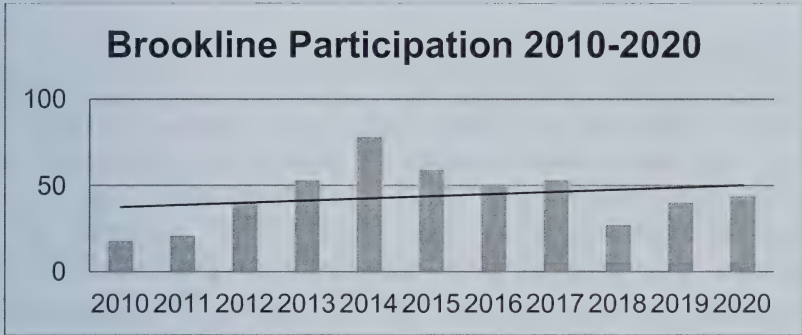


Historic Participation Trends

The Nashua Region Solid Waste Management District has charged a \$10 user fee per vehicle since 2008, which was increased to \$15 for the 2019 collection season. While participation rates have trended upward in the past decade, they were down slightly District-wide and in Brookline from highs in 2017. That said, it is important to note that the District went from holding 7 events in 2016 and 2017 to 6 events in 2018 and the Covid-19 Pandemic has had a major impact on participation in 2020.

A Decade in a Glance

Householder	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Brookline	18	21	40	53	78	59	50	53	27	40	44
District	1368	1032	1280	1532	1623	1696	1736	1808	1603	1734	1258
Brookline % of Total	1.32%	2.03%	3.13%	3.46%	4.81%	3.48%	2.88%	2.93%	1.68%	2.31%	3.5%



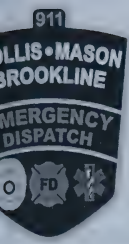
Materials Collected

The Solid Waste District manifested a total of 129,965 pounds of waste during the 2020 collection season. Of this, 118,529 pounds were hazardous, and 11,436 pounds were universal wastes. This is an increase of 34,164 pounds from the 2019 total (95,801 total pounds of waste in 2019; 83,792 pounds hazardous and 12,009 pounds universal).

2020 Volume by Event (Pounds)			
Date	Haz	Non-Haz	Total
8/1/2020	26,070	4,185	30,255
8/29/2020 (Milford)	12,220	2,420	14,640
10/3/2020	42,657	2,215	44,872
11/7/2020	37,582	2,616	40,198
2020 Totals	118,529	11,436	129,965

Conclusions

Despite major disruptions in 2020 the HHW Collection Program continues to collect large quantities of waste. The proper disposal of these items is enormously important as it lessens our impacts on the environment and the risks of accidental poisonings in the home. The success of the collections this season is a testament to the resilience and continued importance of the HHW Program. The dedication of our members and continued flexibility of our environmental contractor has been vital, thank you.



HOLLIS COMMUNICATIONS CENTER

HOLLIS, NEW HAMPSHIRE

Manager Richard Todd

Supervisor Kassidy Walker

The mission of the Hollis Communications Center is to promote and ensure the safety and security of all members of the community through the application of high-quality public safety standards. These services are provided in a manner that promotes satisfaction and professionalism to all members of the community while exhibiting compassion, commitment, and excellence.

The Communications Center is located in the Police Station at 9 Silver Lake Road in Hollis. It is your link to all town services, during emergency and non-emergency situations. The Center is open 24 hours a day, seven days a week. Our staff consists of a Communications Manager, Communications Supervisor, and 7 full-time and 4 part-time Communications Specialists. We operate under the direction of the Communications Advisory Board, which includes the Hollis Police Chief, Fire Chief and DPW Director. The Communications Center is also pleased to provide dispatch service to the Towns of Brookline and Mason on a contractual basis.

PERSONNEL	EXPERIENCE	PART-TIME PERSONNEL	EXPERIENCE
Manager John DuVarney (Retired)	44 Years	Communications Specialist Robert Gavin	11 Years
Supervisor Robert Dichard (Retired)	35 Years	Communications Specialist Chip Brisk (Resigned)	3 Years
Manager Richard Todd	40 Years	Communications Specialist Norma Traffie (Resigned)	21 Years
Supervisor Kassidy Walker	5 Years	Communications Specialist Matt Pervere	30 Years
Communications Specialist Matthew Judge	35 Years		
Communications Specialist Anna Chaput (Retired)	32 Years		
Communications Specialist Rick Nicosia	6 Years		
Communications Specialist Wesley Mansfield	10 Months		
Communications Specialist Mark Pepler	5 Years		



HOLLIS COMMUNICATIONS CENTER HOLLIS, NEW HAMPSHIRE

The Communications staff plays a vital role in communicating between the units in the field and the public. We answer all police department telephone lines and 911 calls for police, fire and EMS for the towns of Hollis, Brookline and Mason. We also handle radio communications with all police, fire, EMS, and public works units, as well as speaking with citizens that walk into the Hollis Police Department with complaints or requests for service. In 2020, the Communications Center answered a total of 47,238 calls for service for all jurisdictions served.

This year has brought a lot of transition within the Communications Center. In June, John DuVarney, a 22-year veteran of the Communications Center retired as the Communications Manager. With John's 40+ years of experience he was instrumental at moving the Communications Center forward obtaining new communications equipment and new communications furniture for the center as well as the development of Standard Operating Guidelines that match up with the Police Departments CALEA requirements. John was a very dedicated member of our team and will be missed very much.

With the retirement of John DuVarney, the Communications Advisory Board met to decide how to fill the vacancy. At the end of June, The Communications Advisory Board hired Richard Todd as the New Communications Manager. Rick has been with the Hollis Communications Center since March 1981.

At the end of September Communications Supervisor Robert Dichard retired after 35 years of service to the community. Bob started with the Communications Center in 1985 as a part-time Communications Specialist. In 1991 Bob was hired as a full-time Communications Specialist. Shortly after, in 1995 Bob was promoted to Dispatch Supervisor. In Bob's retirement, he will be spending winters in South Carolina and his summers camping in the New England Area. We would like to Congratulate Bob on his retirement.

With the pending retirement of Supervisor Dichard, a promotional process was conducted by an outside oral board. The board narrowed the candidates and made a recommendation of the top two candidates. The top two candidates were interviewed by the Communications Advisory Board. After the interviews, the board and the Communications Manager made a recommendation to promote Communications

Specialist Kassidy Walker to Communications Supervisor. Supervisor Walker brings new innovative ideas to the Communications Center and will bring the center into the future.

At the end of September, Charles "Chip" Brisk submitted his resignation due to family and work commitments. Chip currently works as a full-time fire alarm

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HOLLIS COMMUNICATIONS CENTER HOLLIS, NEW HAMPSHIRE

operator/dispatcher with the City of Nashua Fire Rescue and has been with the Hollis Fire Department as a part-time firefighter/EMT for over 20 years.

In October, Communications Specialist Anna Chaput retired to spend more time with her children and grandchildren out in Ohio. We would like to congratulate Anna on her retirement.

In December, Communications Specialist Norma Traffie resigned after 21 years of part time service with the Communications Center. We would like to congratulate Norma on her retirement and wish her the best in her future endeavors.

The Communications Center is very much committed to keeping our personnel current in training. Training that our specialists completed this year includes: Next Generation 911, The Self-Confident Telecommunicator, Alzheimer's Disease & Autism Spectrum Disorder, Difficult Callers, Fire Communications, Morale, Domestic Violence & Sexual Assault, Stress, and Suicide Intervention. This training program has been very beneficial to all dispatchers. In addition to the in-house training program, several personnel attended outside classes during the year. These included: APCO Telecommunicator #1, APCO Communications Supervisor, APCO Training Officer, FEMA Communications Technician (COMT), EMT Recertification and Advanced NCIC Training,

Whereas, the Hollis Communications Center also provides contracted Emergency and routine Dispatch services to the Towns of Brookline and Mason. We have most recently renewed a three-year commitment with these two other communities.

Because the world of communications and emergency services interoperability is always changing, the Communications Center works closely with the New Hampshire Office of Interoperability. The NH Statewide Interoperability Commission was formed to provide guidance to this office. This Commission works with all federal, state and local entities to keep all of the emergency Services updated on what is changing in the field of emergency communications such as: the LAWNET, FIRENET & EMSNET radio frequencies and associated technology. Most recently the State of NH has entered into a three-year agreement with "Mutual Link" which is a Radio, Data and Video Interoperability Network. This allows emergency services of all disciplines to share Radio, Data and Video resources with each other. The Hollis Communications Center along with one hundred and ten other agencies have signed on at no cost to the communities.

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HOLLIS COMMUNICATIONS CENTER HOLLIS, NEW HAMPSHIRE



In the year 2021 you will notice more community outreach from our Communications Center. Supervisor Cassidy Walker is working on creating an Internship Program for individuals who are interested in a career in public safety dispatching. Alongside a new and improved Internship Program, our department will be participating in community events, such as public presentations for public safety agencies, schools and town residents to educate them on who we are and what we do behind the scenes as public safety dispatchers.

On behalf of the Communications Center staff, I would like to thank the Communications Advisory Board, all emergency services and the citizens of Hollis, Brookline and Mason for their continued support.

Richard A. Todd
Communications Manager
Hollis Communications Center
Serving: Hollis, Brookline and Mason

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(603) 465-2303 / FAX (603) 465-7808

BROOKLINE PUBLIC LIBRARY 2020 Annual Report

2020 presented some truly unprecedented challenges to our daily lives. Though not always perfect, the Library rose to set an example of resiliency and creativity to meet these challenges.

Staff Updates: In late February we said goodbye to our Children's Program Coordinator Bettielue Hill who departed for a new position at the Wilton Public and Gregg Free Library. In May we welcomed June Coronis as our new Children's Program Coordinator. June had the unenviable task of starting her new role virtually with her weekly read-a-louds streamed on Zoom as well as collaborations with our Children's Librarian to continue providing online story times and weekly take home crafts.

Programs and Events: Our first program in January was *Meet Your Neighbor Storytime*, in conjunction with Martin Luther King, Jr. Day. Local personalities each read parts of King's "I Had a Dream" speech. This was followed by a program on the *History of the New Hampshire Primary*. March saw the arrival of a gift of a 3D printer from the Hollis Brookline High School Robotics team. Little did we know its first use was to be manufacturing face shield components for local hospitals.

When we made the decision to close the building in mid-March as a result of New Hampshire Governor's emergency order, we asked our staff to be creative and reinvent their roles to best serve our community. Some programs were postponed, to be rescheduled when our lives begin to return to normalcy, while others were presented virtually. As our community learned to embrace online content delivery so did the Library. The Solar Power Presentation was one of the first programs to be hosted virtually and was well attended. Adult book club also moved online in an effort to foster connections while we all socially distanced. The good weather of summer meant we could offer two *Storybook Walks* along Mary's Trail, off Route 13. And, for the first time, our Summer Reading Program went virtual. In October our third annual flu shot clinic, held outside, drew close to 100 participants. Also in October, we offered an additional

adult program over Zoom, *Haunted Hikes of New Hampshire*. We ended the year in December with our popular annual reading of *The Polar Express*, this time over Zoom, with Children's Librarian Aimee Gaudette and Children's Program Coordinator June Coronis preparing curbside take home hot chocolate kits. We look forward to being able to bring back adult board game clubs, knitting club and additional book clubs once we are fully reopened and can provide a safe meeting space for patrons.

Meeting Community Needs: The Library's continued goal for 2020 was to strengthen ties and meet the needs of all members of our community. Initial changes included adjusting Friday hours in February to increase accessibility to all patrons. By early spring, librarians Julie Spokane and Heather Martinos began making wellness outreach phone calls to patrons. Additionally, time was set aside each day for "Dial-a-Librarian" accessibility. This program was created to help patrons navigate new and existing online systems such as New Hampshire Downloadable Books, EBSCO, NHAIS, and Nuwav. The addition of the curbside book delivery program allowed patrons access to new and existing materials as these online systems were more widely utilized.

We are proud of how our exceptional staff navigated the challenges of 2020. Their creativity and flexibility to adapt allowed them to meet the needs of our community. This resiliency will need to continue as we look to the challenges of 2021 with parking limitations, space changes, and safe reopening plans. We are confident that the Library will continue to serve and support Brookline residents through a wide variety of programs to inspire and cultivate lifelong learning, resource sharing, and community pride.

Respectfully submitted,

Ed Cook, Chair
Shannon Guay

Karen Jew
David Partridge
Kim Rogers

Brookline Public Library - 2020 Statistics

Annual Service Hours 1279
Registered Patrons 2452

Collections

Print materials 25,988
(includes 51 Periodicals)
Audios (books and music) 1,762
DVDs 2,772
Museum Passes 15
Circulating Equipment 15
Realia (games, puzzles etc) 6

Total locally-owned Collections: 30,558

Licensed Databases (thru NHSL) 15
Licensed Database (local) 1
E-books (through NHDB subscription) 31,212
Audio Downloadables (NHDB) 23,828

Total Available Resources: 85,614

Circulation

All formats 15,806
Museum Passes 19
Other: ILLs, ebooks etc 6,578
Total Circulation: 22,403

Database use (Ebsco, Online Catalog etc) 24,896
Total searches...

Volunteers & Sponsors

Volunteer hours 160
Number of Sponsors 19
Number of sponsored items 37

Programs & Services

Youth programs 110
Adult programs 25
Total programs: 135
Attendance - Youth 731
Attendance - Adult 327
Total Attendance: 1,058

Library Treasurer's Report
Brookline Public Library
Account Balances for Year Ending 12/31/2020

Library General Funds

Checking Account

Balance December 31, 2019	\$118,348.11	
Receipts: Town Appropriation	\$276,993.99	
Copy/FAX/Print	111.30	
Donations	\$1,177.92	
Friends	\$3,385.00	
Interest	\$294.47	
Grants	\$5,000.00	
Trust Fund	\$0.00	
Other Income	\$295.32	
Savings Account closeout	\$4,896.01	
Total	\$292,154.01	
Payments: Expenses	\$240,407.03	

Building bequest

Balance December 31, 2019	\$50,000.00	
expenditures	\$2,810.02	
Ending Bequest Balance December 31, 2020	\$47,189.98	
Ending Checking Balance December 31, 2020	\$212,389.06	\$212,389.06

Savings Account

Balance December 31, 2019	\$19,853.88	
Interest	\$42.13	
Balance December 31, 2020	closed out	\$0.00

CD

Initial Balance February 14, 2020	\$15,000.00	
Receipts: Interest	\$69.23	
Ending Balance December 31, 2020	\$15,069.23	\$15,069.23

Return to town

-\$52,325.92

Total of All Accounts in Hands of Treasurer 12/31/20

\$227,458.29

David Partridge
Treasurer, Brookline Public Library

2020 Melendy Pond Management Committee Report

Dating back to the 1950's, the land around Melendy Pond has been leased to approximately two dozen tenants who own seasonal structures on the land. The tenants pay annual lease payments to the town for the use of the town-owned land. Their structures are also taxed based on the assessed value of the structures. The current leases expire between 2021 and 2032.

In 2019, 10 tenants signed new leases, which had higher lease payments. The new leases, which require re-approval of town meeting every five years, extend to 2032 assuming interim town meeting approvals. In addition to the opportunity of an extended lease term, the new leases increased annual lease payments – to \$2,900 for non-waterfront and \$3,400 for waterfront leases and include an annual escalation clause.

During 2020, the Melendy Pond Management Committee (MPMC) worked with the town's public works department to provide maintenance to Melendy Pond Road to keep it clear after snow and also add material to improve its use year around.

The following provides a summary of the Melendy Fund Revolving Fund for 2020:

Beginning Balance (Jan. 1, 2020):	\$39,264.26
Rental income received:	\$32,940.00
Interest earned on deposits:	\$ 186.75
Less expenses:	\$ 5,924.95

Ending Melendy Pond Revolving Fund Balance (Dec. 31, 2020):	\$66,466.06
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Itemization of expenses:

<i>Leighton White (crushed stone and gravel):</i>	<i>\$2,163.00</i>
<i>Town of Brookline (winter maintenance):</i>	<i>\$1,750.00</i>
<i>Drescher & Dokmo (legal fees):</i>	<i>\$1,314.00</i>
<i>ChemServe (annual water testing of pond):</i>	<i>\$ 668.00</i>
<i>Signage</i>	<i><u>\$ 29.95</u></i>

Respectfully submitted by MPMC members,

Brendan Denehy, Chair Randy Haight Susan Holroyd

The Nashua Regional Planning Commission (NRPC) develops and implements innovative planning strategies that preserve and improve the quality of life in Southern New Hampshire. Serving 13 member communities, the NRPC is a **resource** to support and enhance local planning, provides a **forum** for communities to share information, and coordinate transportation, land use, economic development, and energy and environmental planning at the regional level, and offers a **voice** for the region at the State and Federal levels.

The FY21 NRPC budget is comprised of 58% federal transportation funding sub-allocated by the State of NH, 10% local dues, 15% Household Hazardous Waste program support, 4% local contracts, 4% State of NH grants, 10% Federal grants, and 1% from special services and miscellaneous revenue.

Highlights of 2020 regional initiatives of benefit to all NRPC communities include:

- **Locally-Coordinated Transportation Plan:** In 2020 NRPC, in conjunction with local human service agencies, transportation providers, consumers, and other partners, completed a comprehensive update of the Locally-Coordinated Transportation Plan, which will foster and guide the future coordination of community transportation on the regional level.
- **Nashua MPO Transportation Project Planning Process:** The MPO is the transportation policy-making organization for the region. The MPO administers the federal transportation process to acquire and spend Federal money on transportation improvements. In 2020 the MPO solicited projects from communities for inclusion in the FY 2023-2032 TYP and conducted project scoring and prioritization, prepared FY 2019-2022 Transportation Improvement Program (TIP) Amendments 3 and 4 to implement significant project revisions, developed a methodology for transit fiscal constraint analysis for the Metropolitan Transportation Plan (MTP) Minor Update, and revised the procedure for highway projects. All Nashua MPO transportation projects are now available for viewing in a new online MPO Projects Viewer.
- **Transportation Performance Targets:** In 2020 the Nashua MPO developed and adopted performance targets for highway and public transportation safety and reduction of carbon monoxide emissions.
- **Nashua Complete Streets Advisory Committee:** Complete Streets are streets that are designed and operated to enable safe access for all users, including motor vehicles, pedestrians, bicyclists, and transit riders of all ages and abilities. NRPC collaborates with communities throughout the region who are working to develop local bicycle and pedestrian infrastructure, complete streets, and multi-use trail projects. Committee activities in 2020 include the Nashua Region Pedestrian & Bicycle plan update, the NHDOT Statewide Pedestrian & Bicycle plan update, Souhegan Valley rail-with-trail advocacy and planning, Amherst Village – Milford Oval side path along Amherst St, and the regional bike and pedestrian traffic counting initiative.

- **Inter-Regional Transit Expansion Study:** 2020 marked the kickoff of an inter-regional study to determine the feasibility of operating shuttle services from Nashua to the University of Massachusetts Lowell and the MBTA Lowell terminal connecting with rail and fixed-route bus service. Data compilation and ridership estimates are underway, and the full analysis will be completed by mid-2021.
- **CommuteSmart:** The mission of CommuteSmart Nashua is to improve transportation mobility options for all residents and employees in the region. In 2020, NRPC conducted outreach on behalf of the program and participated in two challenge events that encouraged alternate modes of commuting including rideshare, transit, bicycle and walking, and telecommuting.
- **Household Hazardous Waste (HHW) Collection:** On behalf of the Nashua Regional Solid Waste Management District (NRSWMD), NRPC held four HHW Collection events in 2020 for residents to properly dispose of hazardous household products such as oil-based paints, solvents, auto products, antifreeze, pesticides, and cleaners. In 2020, the District collected a record 129,965 pounds of waste from participants.
- **Toxic Free, Easy as 1-2-3:** In 2020, this EPA-funded the creation of educational materials and hosting of a series of three webinars aimed at reducing childhood poison exposures in the home. The project's outreach encourages residents to properly dispose of household hazardous waste at NRPC-run collection events in the region and will continue through coordination in outreach through the HHW program.
- **Brownfields Assessment Program:** NRPC's Brownfields Assessment program provides funding to conduct environmental assessments on sites with known or suspected contamination to safeguard public health and encourage the redevelopment of target sites into economically viable uses. Since 2019, assessments have been conducted on five sites including a former junkyard, vacant gas station, a hazardous materials disposal site, and two vacant industrial buildings.
- **Regional Census Partnership:** As a Census Partner, NRPC has participated in numerous programs in support of the 2020 Decennial Census. In the first half of 2020 NRPC conducted a social media outreach campaign that encouraged self-response participation. On average, individual NRPC community self-response rates averaged 80%, which well-exceeded that of Hillsborough County (75%) and the State of NH (67%).
- **NH GeoData Portal:** NRPC launched a joint project between UNH/Granit and the nine NH regional planning to establish a new regional GIS Hub. This centralized resource will feature ArcGIS StoryMaps and other content that highlight the many useful benefits of geographic information systems (GIS) in regional planning. The Hub will seamlessly integrate with a new and modern statewide GIS portal housed at UNH.
- **NH Lower Merrimack Valley Stormwater Coalition:** NRPC continues to serve as the fiscal agent of the Coalition's municipal pooled funds as well as the physical and virtual meeting host for the Coalition's monthly meetings.



NRPC provides comprehensive transportation, land use, environmental, and economic development planning services and delivers extensive mapping and data assistance. As an NRPC member, the Town of Brookline accessed a wide range of benefits in 2020, including:

Energy Supply Aggregation: nashuarpc.org/e-agg

NRPC facilitates a bid process among licensed electricity suppliers. By serving the aggregate electric demand across NRPC member towns and schools, suppliers can offer a better rate than the typical default rates offered to individual customers.

- Brookline’s 2020 **Energy Savings: \$1,358**
- Brookline’s **Cumulative Savings** since Joining Aggregation: **\$46,539**

Discounted New Hampshire Planning and Land Use Regulation Books

In conjunction with the NH Office of Strategic Initiatives, NRPC offers the annual New Hampshire Planning and Land Use Regulation Book to communities at a sizable discount over the retail price.

- Brookline’s **Total Cost Savings** in 2020: **\$836**

Online GIS: nrpcnh.mapgeo.io

MapGeo, NRPC’s Live Maps App, is the Town’s public GIS property viewer.

- Estimated Annual Software **Cost Savings: \$3,000**

Household Hazardous Waste (HHW) Collection: nashuarpc.org/hhw

NRPC held four HHW Collection events in 2020 for residents to properly dispose of hazardous household products such as oil-based paints, solvents, auto products, antifreeze, pesticides, and cleaners. **44 Brookline households** participated in these events in 2020.

Traffic Counting: arcg.is/Ovm8q

Under contract with the New Hampshire Department of Transportation or by local request, NRPC conducted nine vehicular traffic volume counts and one vehicle classification count in Brookline to support travel demand modeling and prediction and to assist local and regional planning decision-making.

NH Route 13 Safety NRPC has facilitated a Road Safety Audit for the intersection of NH 13 and South Main Street. This process will culminate in NHDOT identifying a preferred alternative for improving this intersection using Highway Safety Improvement Program funds.

Mapping Assistance for the Brookline Conservation Commission NRPC conducted improved trail data collection on the Potanipo Rail Trail, updated the Brookline parcel and conserved land inventory, and created a Trail Improvement Map to support a New Hampshire State Parks Recreation Trails Program grant application.

NRPC extends heartfelt thanks to citizens and staff who support regional planning, including:

Commissioner: Tamara Sorell

Transportation Technical Advisory Committee Members: Tad Putney, Mike Wenrich

Brookline FY21 Dues: \$3,958

Respectfully Submitted – Jay Minkarah, Executive Director

Nashua Regional Solid Waste Management District Reps: Tad Putney, Jim Solinas

2020 PLANNING BOARD REPORT - THE YEAR IN REVIEW

The Planning Board's mission is to ensure compliance with Planning and Zoning regulations and ordinances when reviewing site plans and subdivision applications and to provide excellent customer service. The Board also revisits the regulations and ordinances to ensure compliance with State and Federal regulations while trying to maintain a balance between the rights of landowners and the residents' vision to preserve the rural character of Brookline.

The Board meets once a month, on the third Thursday. Meetings are open to the public and there is always the option of watching the meetings on TV or the broadcasts live via the internet from the comfort of one's home!

Subdivision & Site Plan Regulations

The Board held a public hearing on July 16th, 2020 to make some necessary amendments to the subdivision and site plan regulations in order to clarify some items and comply with NH Statutes (RSA).

Cases Reviewed

The Board held public hearings for the following applications:

- Fait, Lot Line Adjustment. Approved in February
- Town/Home Paradise, Lot Line Adjustment. Approved in February
- Burbee, 7-Lot Subdivision. Approved in April
 - Haight/Marchant, Lot Line Adjustment. Approved in April
- PDH Realty (Superior Steel), Building Addition. Approved in May
- Homestead Construction, Alteration of Terrain. Approved in May
- Gue, New Classroom. Approved in June

- Mariano, Outdoor Seating. Approved in June
- Chandler/Chanagan, Lot Line Adjustment. Approved in August
- Thibeault, Lot Line Adjustment. Approved in August
- Goodwin, Home Business. Approved in August
- Goguen Construction, Commercial Development. Approved in September
- JBC Realty (Stateline Conv. Store), Store Addition. Approved in November
- Frost/Leduc, Lot Line Adjustment. Approved in November
- TEG Holdings, Milford/Brookline 4-Lot Subdivision (no lot created in Brookline). Approved in November
- Town of Brookline, DPW Facility. Reviewed in November
- Perez (Juanita's Mexican Restaurant), Restaurant Expansion. Approved in November
- Tremblay, Lot Line Adjustment. Approved in December
- Chrystal, 6-Lot Subdivision. Continued to 2021

Other Reviews conducted by the Board included construction & maintenance road bonds for existing subdivisions, as well as engineering reviews for subdivisions and commercial developments.

Capital Improvement Committee (CIC)

As for many years in the past, **Alan Rosenberg** led the CIC in order to prepare an extensive Capital Improvement Plan (the Plan) that was presented to the Board for review and adoption prior to its submission to the Selectboard and Finance Committee for their consideration during their budget meetings. The Board would like to thank **Alan** and other Committee's Members: **Dennis Comeau, Jay Kramarczyk, Kyle Lotring,** and **Tad Putney** for the numerous hours spent working on the Plan.

Well & Water Committee

The Brookline Water & Well Committee (WWC) was formed in 2020 due to reports of private water wells in the Russell Hill and West Hill Roads areas experiencing issues. Although the WWC noted abnormally dry conditions in New Hampshire starting in June, progressing to extreme drought in October, the need to monitor well water supplies, prior and during construction in newly approved subdivision was made obvious.

After consulting with State Agencies, Planning Commissions, Hydrogeologists and local vendors, the WWC submitted a report to the Planning Board with two proposed language to be considered.

The Board would like to thank Committee Members, ***Lindsay Machado, Buddy Dougherty, Rob Danckert, and Chris Duncan*** for their work and for providing a report that will be used to either amend the Town Regulations or create a new Town Ordinance in 2021.

Alternate Members Positions Available

The Board has openings for Alternate Member positions with 1, 2 and 3-year terms. If you would like to receive more information on the role of an Alternate Member or would like to volunteer, please contact Valérie Rearick or attend a Planning Board meeting. Meetings are held on the 3rd Thursday of each month at 7:00 pm.

On behalf of the entire Planning Board and Staff:

Alan Rosenberg, Co-Chair

Eric Bernstein, Co-Chair

Brendan Denehy, Selectboard Ex-Officio

Christopher Duncan, Member

Ronald Pelletier, Member

Valérie Rearick, Town Planner & Administrative Assistant

Kristen Austin, Recording Secretary

PLANNING BOARD STATISTICS – 2020

Cases Heard	19
Cases Continued from 2019	
Conceptual Consultations / Other	1
Hearth Removal / Alteration of Terrain	1
Lot Line Adjustments Approved	7
Lot Line Adjustments Disapproved	
Site Plans Approved.....	7
- Including Home Businesses	
Site Plan Denied	
Sign Master Plan Approved	
Subdivisions Approved.....	2
Subdivisions Disapproved	
Application Withdrawn	
Subdivisions Revoked	
New Lots Created	13
Cases Pending (to be finalized in 2021).....	1

BOARD OF ADJUSTMENT STATISTICS – 2020

Cases Heard	8
Special Exceptions Granted	3
Special Exceptions Denied.....	
Variances Granted	
Variances Denied.....	2
Appeal of Administrative Decision Granted	1
Second Appeal of Adm. Decision Accepted	
Second Appeal of Adm. Decision Denied	
Cases Withdrawn	1
Equitable Waiver Granted	
Rehearing	
No Action Taken.....	1



William Quigley III
Chief of Police

BROOKLINE POLICE
DEPARTMENT
3 Post Office Drive, PO Box 341
Brookline, NH 03033
603-673-3755
Fax: 603-673-7575

To Brookline Residents;

2020 was undeniably and unavoidably a challenging year, during which our officers responded to over two hundred more calls for service than in 2019. But rather than belabor the difficulties, let me take this opportunity to highlight some of the year's many positive features.

We recognized a milestone in the chronicles of the Brookline Police Department. Master Patrol Officer Robert Pelletier and Master Patrol Officer Rick Nicosia both completed 20 years of service to our town/agency. As a matter of fact, MPO Pelletier retired in September, having spent his entire law enforcement career in Brookline.

In March, our voters approved funds to hire an additional officer and a second vacancy stemmed from the retirement. After our search and arduous hiring process were complete, Officer Jack Hebert and Officer Julian Dufresne joined our ranks. We are pleased and fortunate to bring them on board, bringing our excellent, dedicated membership to full complement.

As a former Massachusetts Officer, Jack Hebert brings a wealth of knowledge, training and experience to Brookline. Due to his status, he was only required to complete mandatory field training and satisfy the mandates of the NH Police Standards and Training Law Package. I'm proud to report he has met those obligations and is a NH Certified, Brookline Patrol Officer.

Striving to Maintain the Unity in Our Community

Officer Dufresne, an experienced US Army Military Policeman, is currently attending the NH Police Standards and Training 184th Academy. Upon its completion, he will complete field training and take his place in our certified ranks.

All members have maintained and enhanced their training, both in general police skills and in specialized fields. Rest assured; we are up to any/every challenge we may meet in the course of our job.

During the year, we have truly enjoyed the opportunity to participate in many birthday and other celebratory drive-by parades. That involvement and interaction with our community has been gratifying beyond words. In a seemingly small way, it affords us the ability to give back to the community who provides us its deeply appreciated, ongoing support. We sincerely thank our citizens and look forward to providing continued, excellent service and security.

In earnest,

Chief William Quigley III

Striving to Maintain the Unity in Our Community

2020 Brookline Public Works Report

2020 was quite the year for everyone. Despite the world as we know it changing, Brookline Public Works remained focused on growth to provide value to the infrastructure of Brookline. With 54 miles of paved and 4.5 miles of dirt/gravel roads, there is always something that can be done to take better care of our most expensive and widely used (by far) asset! This past year, the most important addition to Brookline Public Works was the hiring of Brookline resident Tyler Pickard as the department's second employee.

Notable infrastructure projects in 2020 included ditch work along Eddy Ave, North Mason Rd, Poor Farm Rd, Ben Farnsworth Rd, and the dirt section of Dupaw Gould Rd. Some off-site improvement funds were utilized to do significant tree work along the initial, and narrow, gravel section of North Mason Rd. to widen it for safer travel and to ease road maintenance. Road resurfacing was done to Millbrook Rd, Eddy Ave, Bohannon Bridge Rd, Parker Rd, Cranberry Ln, Capt. Douglass Dr, and Blueberry Ln. These roads were prime candidates based on age and condition to be simply over-layed with pavement to preserve their otherwise good condition. Brookline Public Works began an in-house dust control program just in time for the drought conditions that proved to be very successful at keeping the dust down and the dirt roads bound together, saving them from unnecessary deterioration.

The Transfer Station has also started to see some changes to increase efficiencies of use and capitalize on some income streams. Our scrap metal pile no longer exists as a "metal mountain" and instead of going on the ground the material goes directly into a dumpster to reduce handling costs and hazards. Further improvements in signage and traffic flow are expected for 2021.

Capital equipment added in 2020 included the conversion of the outgoing 2005 F450 ambulance into a second small dump truck for public works use. This truck was built to serve general daily

tasks of the department with onboard fuel storage and pump for filling equipment remotely, a dump bed that dumps sideways for safely and efficiently working on road shoulders, and lots of onboard tool storage space to limit trips to get tools and to be stocked to respond directly to emergency situations. Converting this truck from an ambulance to being fit for public works use saved \$40,000 over the cost of needing to buy a new cab and chassis. With only 57,000 miles on the truck, and the great care it received by Brookline ambulance personnel, it has a lot of life left to serve our town.

The other addition in 2020 was the purchase of a 2008 Peterbilt 6-wheel dump/plow truck that is currently being worked on to serve the town at a tremendous savings over purchasing new. While used trucks will surely break down at times, so will new ones. Used trucks can be well-kept to have a predictably reliable service life for our town and even factoring in repairs during its service life, will never reach the threshold of what would have been spent on a new truck. To capitalize on this savings, the town *needs* to invest in the proper facilities to take care of these assets.

By far the largest proposed project for Brookline Public Works in 2021 is a facility. For trucks and equipment to serve the longest lifespan possible, Brookline needs a place for them to be cared for properly. The idea of finding, utilizing, and maintaining *used* trucks and equipment to save money is even more reliant on a proper maintenance, service, and storage facility. When the weather deteriorates, especially in the winter, Brookline needs its equipment ready to go; not only so residents can get to work and get their mail, but also to ensure emergency services can perform their duties safely and successfully. The proposal put in place by the Public Works Building Committee is for a facility to be built close to the transfer station so the two facilities can share resources.

The new building is designed to meet the needs of the department for at least the next 30 years and will be fully utilized through department growth within the next 5 to 7 years. This makes for a less costly and more efficient facility than adding on

sections in years to come; likely after there is a need for the additional space. We also learned from the Safety Complex project that building in pieces can cost more than a single project structured for known growth. This proactive building approach is so tools, trucks, and equipment have a proper place to be stored and maintained before they are here to serve our residents. If passed, funding would come from a 20-year bond, which will ensure that residents of town who benefit from the facility over the next 20 years are the ones paying for it over that time.

The public works department and building committee have networked with many surrounding and distant towns in order to learn from their mistakes, so we don't repeat them here. One of the advantages to building a public works department and facility now is that we can learn from what has and hasn't worked in the long histories of other public works departments. Please check out the town website under Public Works Building Committee for updates and meeting minutes as well as informational videos about the project. This facility is the next necessary step before the department can grow further and this forward thinking and funding approach is the best way to do it. Let's build a facility this town can be proud to own and utilize for decades to come!

Respectfully submitted,

Mike Wenrich
Brookline Public Works Director



Tax Collector's Report

For the period beginning and ending

This form is due **March 1st (Calendar Year)** or **September 1st (Fiscal Year)**

Instructions

Cover Page

- Specify the period begin and period end dates above
- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

For Assistance Please Contact:

NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

ENTITY'S INFORMATION

Municipality:

County: |

Report Year:

PREPARER'S INFORMATION

First Name

Last Name

Street No.

Street Name

Phone Number

Email (optional)



New Hampshire
Department of
Revenue Administration

MS-61

Debits					
Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2019	Year: 2018	Year: 2017
Property Taxes	3110	\$482,104.38			
Resident Taxes	3180				
Land Use Change Taxes	3120	\$59,778.00			
Yield Taxes	3185				
Excavation Tax	3187				
Other Taxes	3189				
Property Tax Credit Balance		(\$64.05)			
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2019	
Property Taxes	3110	\$18,542,789.50		
Resident Taxes	3180			
Land Use Change Taxes	3120	\$251,553.00		
Yield Taxes	3185	\$6,543.13		
Excavation Tax	3187			
Other Taxes	3189			

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2019	2018	2017
Property Taxes	3110	\$94,695.38			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Interest and Penalties on Delinquent Taxes	3190	\$6,826.04	\$18,300.13		
Interest and Penalties on Resident Taxes	3190				

Total Debits	\$18,902,343.00	\$560,182.51	\$0.00	\$0.00
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Credits

Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2019	2018	2017
Property Taxes	\$18,195,887.31	\$284,488.05		
Resident Taxes				
Land Use Change Taxes	\$241,821.09	\$49,700.00		
Yield Taxes	\$6,543.13			
Interest (Include Lien Conversion)	\$6,736.04	\$17,549.63		
Penalties	\$90.00	\$750.50		
Excavation Tax				
Other Taxes				
Conversion to Lien (Principal Only)		\$198,057.33		
<input type="text"/>				
Discounts Allowed				

Abatements Made

Abatements Made	Levy for Year of this Report	Prior Levies		
		2019	2018	2017
Property Taxes	\$55,529.00	\$9,637.00		
Resident Taxes				
Land Use Change Taxes	\$8,331.91			
Yield Taxes				
Excavation Tax				
Other Taxes				
<input type="text"/>				
Current Levy Deeded				



Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2019	2018	2017
Property Taxes	\$386,050.56			
Resident Taxes				
Land Use Change Taxes	\$1,400.00			
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$46.04)			
Other Tax or Charges Credit Balance				
Total Credits	\$18,902,343.00	\$560,182.51	\$0.00	\$0.00

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$387,404.52
Total Unredeemed Liens (Account #1110 - All Years)	\$201,742.61



Lien Summary

Summary of Debits

	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2019	Year: 2018	Year: 2017
Unredeemed Liens Balance - Beginning of Year			\$89,728.14	\$104,782.54
Liens Executed During Fiscal Year		\$208,243.28		
Interest & Costs Collected (After Lien Execution)		\$5,447.31	\$8,187.34	\$15,015.08
Total Debits	\$0.00	\$213,690.59	\$97,915.48	\$119,797.62

Summary of Credits

	Last Year's Levy	Prior Levies		
		2019	2018	2017
Redemptions		\$100,126.77	\$49,778.09	\$41,354.80
Interest & Costs Collected (After Lien Execution) #3190		\$5,447.31	\$8,187.34	\$15,015.08
Abatements of Unredeemed Liens		\$1,687.21		\$8,064.48
Liens Deeded to Municipality				
Unredeemed Liens Balance - End of Year #1110		\$106,429.30	\$39,950.05	\$55,363.26
Total Credits	\$0.00	\$213,690.59	\$97,915.48	\$119,797.62

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$387,404.52
Total Unredeemed Liens (Account #1110 - All Years)	\$201,742.61



BROOKLINE (63)

1. CERTIFY THIS FORM

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

Patricia

Preparer's Last Name

Howard-Barnett

Date

01/13/2021

2. SAVE AND EMAIL THIS FORM

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

3. PRINT, SIGN, AND UPLOAD THIS FORM

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

PREPARER'S CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

 Preparer's Signature and Title

Town Clerk's Report
01/01/2020-12/31/2020

MV Permit Fees (7,416)	\$	1,248,970.20
Boat Registrations	\$	850.00
MV Title Fees	\$	2,392.00
UCC Filing/ IRS Liens	\$	2,130.00
Municipal Agent Fees	\$	18,572.50
Vital Records	\$	5,080.00
Dog Licenses (1,067)	\$	7,163.00
Dog Fines/ Penalties	\$	1,243.00
Pole Permits	\$	10.00
Dredge & Fill Permits	\$	0.00
Filing Fees	\$	6.00
Total to Treasurer	\$	1,286,416.70

**Town Treasurer's Report
For the Year Ended December 31, 2020**

Town Accounts

General Fund

Balance January 1, 2020	7,542,565
Receipts:	
Taxes	19,221,533
Motor Vehicle Permits	1,248,361
Federal and State Funding	602,497
Ambulance Revolving Fund Income	77,835
Melendy Pond Income	33,127
Other Local Sources	449,986
Interest on Investments	17,318
Warrant Disbursements	(22,430,926)
Ambulance Revolving Fund Expenditures	(54,695)
Melendy Pond Expenses	(5,925)
Ending Balance December 31, 2020	<u>6,701,676</u>

Brookline 250th Anniversary Accounts

Balance January 1, 2020	30,986
Contributions	9,662
Interest Earned	126
Expense	(6,230)
Ending Balance December 31, 2020	<u>34,544</u>

Police Special Detail Fund

Balance January 1, 2020	45,842
Police Details	61,309
Expense	(67,284)
Ending Balance December 31, 2020	<u>39,867</u>

Brookline Ballpark Playground Fund

Balance January 1, 2020	1,842
Contributions	-
Interest Earned	7
Expense	-
Ending Balance December 31, 2020	<u>1,849</u>

Ambulance Facility Impact Fee

Balance January 1, 2020	3,579
Impact Fees	6,220
Interest Earned	14
Payments to Town of Brookline	(3,579)
Ending Balance December 31, 2020	<u>6,234</u>

CSDA School Impact Fee	
Balance January 1, 2020	21,010
Impact Fees	36,519
Interest Earned	83
Payments to Brookline School District	(21,010)
Ending Balance December 31, 2020	36,602

HBMS 2004 Impact Fee	
Balance January 1, 2020	24,131
Impact Fees	47,927
Interest Earned	100
Payments to Hollis-Brookline Co-op School District	(24,131)
Ending Balance December 31, 2020	48,027

Police Dept Impact Fee	
Balance January 1, 2020	2,430
Impact Fees	8,646
Interest Earned	13
Payments to Police Department	(2,430)
Ending Balance December 31, 2020	8,659

Subtotal of Town Accounts	6,877,458
----------------------------------	------------------

Conservation Commission Accounts

Conservation Fund

Balance January 1, 2020	261,644
Receipts:	
Land Use Change Tax	287,303
Grants	18,320
Donations	7,524
Interest Earned	1,237
Other	25
Disbursements:	
Conservation Expenses	(39,640)
Land Acquisition Expenses	(116,224)
Ending Balance December 31, 2020	420,189

Subtotal of Conservation Commission	420,189
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Recreation Commission Accounts

Max Cohen Memorial Grove

Balance January 1, 2020	15,233
Receipts:	
Memberships	32,790
Interest Earned	20
Other (Guest fees, Donations, Unclassified Income)	1,448
Disbursements:	
Payroll	(19,417)
Utilities (Electricity, Telephone)	(619)
Portable Toilets, Trash Removal	(2,045)
Advertising	(1,230)
Other (Security, Water Testing, Supplies, Uniforms, etc.)	(1,879)
Ending Balance December 31, 2020	<u>24,301</u>

Recreation Revolving Fund

Balance January 1, 2020	5,504
Receipts:	
Skating Rink	2,455
Fishing Derby	456
Interest	15
Disbursements:	
Skating Rink	(4,449)
Fishing Derby	(278)
Ball Field Improvements & Maintenance	(1,030)
Ending Balance December 31, 2020	<u>2,673</u>

Subtotal of Recreation Commission **26,974**

Total of all Accounts in Hands of Treasurer **7,324,621**

Eric S. Bernstein, Treasurer - Town of Brookline, NH

Trustees of Trust Funds - Year End 2020

	Beginning Balance	Receipts	Expenses	Ending Balance
Cemetery Funds				
General Fund	\$26,827.50			
Town Appropriation		\$18,000.00		
C L Farwell Construction, LLC			\$9,639.00	
Preferred Landscape Services			\$55.00	
Cem. Trust Fund Div & Int (2018/19)		\$10,925.12		
Scholarship award (to reimb. in 2021)			\$1,000.00	
Cemetery Trust Fund				
Funds Received - Pine Grove Plots		\$2,700.00		
Dividends and Interest		\$27.44		
Totals:		\$31,652.56	\$10,694.00	
				\$47,786.06
Cemetery Trust Fund	\$192,210.69			
Dividends and Interest		\$5,250.27		
Unrealized Capital Gains (losses)		\$7,244.09		
Transfer to Cem. Fund for 2018/19 Div & Int			\$10,925.12	
				\$193,779.93
General Cemetery Maintenance Fund	\$6,834.34			
Interest		\$9.39		
Pine Grove Funds Deposit		\$0.00		
				\$6,843.73
Library Common Trust	\$16,525.61			
Interest/Dividends		\$456.43		
Unrealized Capital Gains (Losses)		\$949.51		
Monies Out			\$417.67	
				\$17,513.88
Common Trust Fund	\$10,130.38			
Interest/Dividends		\$209.40		
Unrealized Capital Gains (Losses)		\$411.49		
				\$10,751.27
Dodge Common Trust Fund	\$35,787.54			
Interest/Dividends /Realized Gains		\$892.49		
Unrealized Capital Gains (Losses)		\$1,627.58		
Monies Out			\$1,325.12	
				\$36,982.49
Scholarship Trust Fund	\$22,519.02			
Interest/Dividends/Realized Gains		\$650.31		
Unrealized Capital Gains (Losses)		\$1,649.36		
Scholarship Award				
				\$24,818.69
Ambulance Service Exp. Trust	\$13,912.30			
Interest		\$6.73		
Monies from private donations		\$3,877.00		
				\$17,796.03
School Facilities Maint. Trust	\$106,442.24			
Dividends and Interest		\$50.54		
Monies in		\$50,000.00		
Repairs and Maintenance			\$0.00	
Monies out (service fees)			\$24.00	
				\$156,468.78

Trustees of Trust Funds - Year End 2020 (continued)

	Beginning Balance	Receipts	Expenses	Ending Balance
Cemetery Irrigation Trust Fund	\$11,255.07			
Dividends and Interest		\$129.79		
Unrealized Capital Gains (Losses)		\$49.73		
Monies In		\$0.00		
Eversource			\$195.06	
				\$11,239.53
Milner Wallace Memorial Trust	\$6,745.67			
Interest		\$4.77		
Monies In		\$0.00	\$0.00	
				\$6,750.44
Neighbors Helping Neighbors Fund	\$21,739.31			
Monies In		\$14,363.50		
Interest		\$20.73		
Monies Out			\$6,607.30	
				\$29,516.24
Bond St. Bridge Engineering	\$197,988.66			
Monies In		\$0.00		
Interest		\$60.82		
Monies Out			\$62,829.50	
				\$135,219.98
Hazardous Materials Trust Fund	\$9,866.72			
Monies In		\$0.00		
Interest		\$3.72		
Monies Out (service fees)			\$24.00	
				\$9,846.44
Brookline Schools - Special Ed	\$125,091.68			
Monies In		\$50,000.00		
Interest		\$57.59		
Monies Out (service fees)			\$24.00	
				\$175,125.27
Town Facilities Cap Reserve Fund	\$17,130.59			
Monies In		\$0.00		
Interest		\$5.51		
Monies Out			\$12,108.00	
				\$5,028.10
Public Works Equip Cap Reserve Fund	\$74,563.73			
Monies In		\$150,000.00		
Interest		\$29.79		
Monies Out			\$86,597.27	
				\$137,996.25
Fire Truck Capital Reserve Fund	\$185,007.10			
Monies In		\$40,000.00		
Interest		\$70.55		
Monies Out (service fees)			\$24.00	
				\$225,053.65
Reappraisal Capital Reserve Fund	\$0.00			
Monies In		\$16,590.00		
Interest		\$0.01		
Monies Out			\$0.00	
				\$16,590.01
			Grand Total:	\$1,265,106.77

Town Trustees of the Trust Funds:

Melanie Levesque, Clarence Farwell, and Rodney Lockwood

2020 Marriages

Date/Place of Marriage	Person A/Person B	Residence	By Whom
Jan 13 Manchester, NH	Caroline A Mosley Riley M Helsen	Brookline, NH Brookline, NH	
Feb 29 Brookline, NH	Sharon A Kuhn Joseph E Funk IV	Framingham, MA Brookline, NH	
May 23 Milford, NH	Bridget A Daniels Garret C Chappell	Brookline, NH Milford, NH	
Aug 07 Bedford, NH	Anna J Kartstein Kyle J LeBlanc	Brookline, NH Brookline, NH	
Aug 30 Brookline, NH	Sarah R King Tanner W Maillet	Brookline, NH Brookline, NH	
Sept 03 Brookline, NH	Goharik Azarian Jason Bazemore	Brookline, NH Brookline, NH	
Sept 19 Portsmouth, NH	Alexa G Cancellieri Ian A Conway	Brookline, NH Brookline, NH	
Oct 10 Brookline, NH	Bernadette M Abt Brandon C Benzenhafer	Brookline, NH Brookline, NH	
Oct 24 Brookline, NH	Kristine L Brock Michael J Mancuso	Brookline, NH Brookline, NH	
Oct 31 Brookline, NH	Abigail L McMaster Nathan H Sanderson V	Brookline, NH Brookline, NH	

2020 Births
January 1 - December 31, 2020

Date of Birth	Name of Child	Mother & Father
Jan 16	Madison Tiffany Gelinis	Tiffany & Timothy Gelinis
Jan 19	Ethan Francis Baumler	Caitlyn & Brian Baumler
Jan 30	Camille Elise Wyle	Shari & Brian Wyle
Feb 10	Pierce Oliver Klein	Kimberly Quick & Rhyland Klein
Feb 22	Benjamin Nichols Aprin Jr.	Danielle & Benjamin Arpin
Mar 15	Lyra Kay Fasciani	Sarah & Eric Fasciani
Mar 31	Maisie Eloise Ganos	Amanda Valentine & Timothy Ganos
Apr 08	Henry Marcel Lopez	Caia & Jonathan Lopez
Apr 22	Easton Sawyer Koivu	Kimberly & Gregory Koivu
Apr 26	Isaac John Batcheller	Kimberly & Archer Batcheller
Apr 30	Beau Robert Paris	Stephanie & Owen Paris
May 14	Nikko Panagiotis Kapos	Jacquelyn & Alexander Kapos
Jun 03	Maverick James Dickerson	Michelle & Corey Dickerson
Jun 07	Bianca Siobhan MacFarland Henchey	Brittany MacFarland & Christopher Henchey
Jun 17	Violet Katherine Lotring	Amy Gates & Kyle Lotring
Jul 06	Maze Robert Montminy	Kaylee Firth & Joshua Montminy
Jul 16	Milo Anthony Connell	Tracey & Jacob Connell
Aug 27	Xavier Michael Thibodeau	Kimberly Koch-Thibodeau & Joseph Thibodeau
Sep 02	Adrian Charles Cobb	Erika Antonsson & Brian Cobb
Sep 06	Nyle Joseph Vance	Lori & Petra Vance
Oct 08	Logan Christopher Temple	Kimberly Lynch & Zakkary Temple
Oct 17	Cywen Rose Lisa Fait	Melissa & Keith Fait
Oct 20	Calvin Mack Beland	Leah Monahan & Brent Beland
Nov 05	Aadhav Vysakh	Aparna Ayikkara & Vysakh Sivarajan
Nov 25	Wyatt Cole Kinney	Ashley & Ryan Kinney
Dec 09	Mason Matthew Royce	Jessica Hardy & Matthew Royce

2020 Deaths January 1 – December 31, 2020

Date of Death	Place of Death	Name	Place of Burial
Oct 22, 2019	Wilton, NH	Katharine M Rodel	Pine Grove Cemetery, Brookline, NH
Nov 08, 2019	Burlington, MA	Victoria A Inglis	Pine Grove Cemetery, Brookline, NH
Dec 17, 2019		James H Joki Sr	Pine Grove Cemetery, Brookline, NH
Dec 29, 2019	Milford, NH	Theodore W Siromen	Pine Grove Cemetery, Brookline, NH
Jan 02	Boston, MA	John P Inglis	Pine Grove Cemetery, Brookline, NH
Jan 09	Newport, VT	Reginald C Gray	
Jan 09	Brookline, NH	Timothy W Porter	
Jan 23	Brookline, NH	Donna M Morin	
Jan 28	Nashua, NH	Gregory J Szok	
Feb 07	Brookline, NH	Debra J Johnson	
Feb 09	Manchester, NH	Richard C Guinta	Cremation Society of NH, Manchester, NH
Feb 10	Derry, NH	Dorothy M Benjamin	
Feb 23	Nashua, NH	Josephine Shay	Merrimack Crematorium, Merrimack, NH
Mar 03	Brookline, NH	Jean Marie Dreyer	Pine Grove Cemetery, Brookline, NH
Mar 19	Brookline, NH	Maureen C Belair	Pine Grove Cemetery, Brookline, NH
Mar 20	Brookline, NH	Larry K Thibeault Sr	
Mar 28		Doris Pelletier	Pine Grove Cemetery, Brookline, NH
Mar 30	Nashua, NH	Kristi L McLatchy	
Apr 11	Nashua, NH	Brenda G Wheeler	Pine Grove Cemetery, Brookline, NH
May 02	Milford, NH	Rolf H Bremer	
May 06	Brookline, NH	Michael E Cherkaski	
Aug 04	Brookline, NH	Margaret G Couturier	St Louis De Gonzague Cemetery, Nashua, NH
Aug 10	Goffstown, NH	Sandra L Wallace	Pine Grove Cemetery, Brookline, NH
Sep 04	Brookline, NH	Marie R Etlinger	Pine Grove Cemetery, Brookline, NH
Oct 15	Goffstown, NH	George W Welch	
Oct 17	Milford, NH	Donna L Thomas	Pine Grove Cemetery, Brookline, NH
Oct 29	Concord, NH	Eleanor L Woodard	
Nov 03	Brookline, NH	Earl W Bosquet	
Nov 11	Brookline, NH	Jeanne D Keller	Pine Grove Cemetery, Brookline, NH
Nov 24	Brookline, NH	Patricia M Rosenberg	Rural Cemetery, Worcester, MA
Nov 25	Brookline, NH	Margaret A Rogers	

ANNUAL REPORT OF THE OFFICERS
of the
BROOKLINE SCHOOL DISTRICT
For the year ending June 30, 2020

OFFICERS

Mr. Kenneth Haag, Chair	Term Expires 2021
Ms. Erin Sarris, Vice Chair	Term Expires 2022
Ms. Rebecca Howie	Term Expires 2022
Ms. Alison Marsano	Term Expires 2023
Ms. Karen Jew	Term Expires 2023
Mr. Peter Webb, Moderator	Term Expires 2021
Mr. Robert L Rochford, Treasurer	Term Expires 2021
Ms. Alana Justice, School District Clerk	Term Expires 2021

SAU #41 Administration

Mr. Andrew F. Corey, Superintendent of Schools

Ms. Gina Bergskaug, Assistant Superintendent

Ms. Kelly Seeley, Business Administrator

Mr. Robert Thompson, Assistant Superintendent of Student
Services

Ms. Amy Rowe, Assistant Director of Student Services

Mr. Richard Raymond, Network Administrator

Mrs. Linda Sherwood, Senior Assistant Business Administrator

Mrs. Donna Smith, (As of March 24, 2020) Assistant Business
Administrator

Brookline Elementary Schools

Mr. Daniel Molinari, Principal, Richard Maghakian Memorial
School

Mr. Dennis Dobe, Principal, Capt. Samuel Douglass Academy

Mrs. Patricia Bouley, (As of July 1, 2020) Principal

Mrs. Amanda Morin, Special Education Administrator

**BROOKLINE SCHOOL DISTRICT
2021 WARRANT
February 1, February 8 and March 9, 2021**

To the inhabitants of the Brookline School District, in the Town of Brookline in the County of Hillsborough, and State of New Hampshire, qualified to vote in District affairs.

You are hereby notified to meet virtually on the following dates and times:

- A. Information Session: on Monday, February 1, 2021 at 6:30 p.m., for an online information session to discuss the procedures used for the Annual Meeting and to go over the School District Warrant :

Virtual Information Session Zoom Link:

<https://zoom.us/j/97735482740?pwd=dzFLMXZvU0Z1ZGFDa3g5RCtpUS93QT09>

*Meeting ID: 977 3548 2740 Passcode: Ytdc75
+1 929 205 6099 US (New York)*

Meeting ID: 977 3548 2740 Passcode: 576754

- B. Annual Meeting: on February 8, 2021 at 6:30 p.m., for the virtual Annual Meeting, to read all submissions received from registered voters, to review the procedures for voting, and to discuss, debate, and potentially amend the School District Warrant.

Virtual Annual Meeting Link:

<https://zoom.us/j/99307531234?pwd=VjRtNVpnRXJadGZPYnlhcmMxaHNFQT09>

*Meeting ID: 993 0753 1234 Passcode: XvLjw5
+1 929 205 6099 US (New York)*

Meeting ID: 993 0753 1234 Passcode: 534162

You are hereby further notified to meet at Captain Samuel Douglass Academy on Tuesday, March 9, 2021, between the hours of 7:00 a.m. and 7:30 p.m. to vote by official ballot for the

election of School District officers and other action required to be inserted on the official ballot (ballot question, warrant articles 1 through 12).

Ballot Question: Do you approve the Procedures used during this budget season, including the conduct of the virtual information meeting on February 1, 2021 and the virtual annual meeting on February 8, 2021 and the voting process used today, which calls the question on each article on the warrant as decided by the school board using feedback from the public, thereby ending debate in order to proceed with alternative ballot voting in accordance with the process authorized by NH Laws of 2020, Chapter 8 (HB 1129):

Article 1. Election of Officers. To elect all necessary School District officers for the ensuing terms by official ballot vote on March 9, 2021, Captain Samuel Douglass Academy, 7:00 a.m. to 7:30 p.m.:

- To choose a Moderator for the ensuing year.
- To choose a Clerk for the ensuing year.
- To choose a Treasurer for the ensuing year.
- To choose one (1) member of the School Board for the ensuing three (3) years.

Article 2. To see if the Brookline School District will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$10,025,776**. Should this article be defeated, the default budget shall be **\$9,857,075** which is the same as last year, with certain adjustments required by previous action of the school district or by law or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. Majority vote required to pass. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 2-1-0.**

Article 3. To see if the school district will vote to raise and appropriate a sum of up to \$75,000 to be added to the previously established SCHOOL FACILITIES MAINTENANCE EXPENDABLE TRUST FUND, this sum to come from the June 30 unassigned fund balance (surplus) available for transfer on July 1, 2021. No amount to be raised from taxation. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 2-1-0.**

Article 4. To see if the school district will vote to raise and appropriate a sum of up to \$25,000 to be added to the previously established SPECIAL EDUCATION EXPENDABLE TRUST FUND, this sum to come from the June 30 unassigned fund balance (surplus) available for transfer on July 1, 2021. No amount to be raised from taxation. **The School Board recommends this article 5-0-0. The Finance Committee does not recommend this article 1-2-0.**

Article 5. To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of up to \$40,000 to go into said fund. This sum to come from the unassigned fund balance (surplus) available for transfer on July 1, 2021. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 2-1-0.**

Article 6. Shall the voters of the Brookline School District adopt a school administrative unit budget of \$1,953,257 for the forthcoming fiscal year in which \$361,236 is assigned to the school budget of this school district? This year's adjusted budget of \$1,918,864 with \$354,875 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 2-1-0.**

Article 7. Shall the school district accept the provisions of RSA 198:20-b providing that any school district at an annual meeting may adopt an article authorizing indefinitely, until specific

rescission of such authority, the school board to apply for, accept and expend, without further action by the school district, unanticipated money from a state, federal or other governmental unit or a private source which becomes available during the fiscal year? **The school board recommends this article 5-0-0.**

Article 8. (Contingent Article). If Article 7 passes, this article is unnecessary: to see if the school district voters will authorize the Brookline School District to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. **The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.**

Article 9. To see if the school district will vote to authorize, indefinitely until rescinded, to retain any unused portion of the year-end unassigned general funds, from the preceding fiscal year in subsequent fiscal years, provided that the amount of year-end unassigned general funds does not exceed, in any fiscal year, 2.0 percent (can be up to 5%) of the current fiscal year's net assessment under RSA 198:5. **The school board recommends the appropriation 4-1-0. The Finance Committee recommends this appropriation 2-1-0.**

Article 10. Petition Warrant Article. Shall we direct the Brookline School Board to convene a study committee investigating the feasibility and suitability of expanding responsibility of the Brookline School District to grades K to 8, with the committee consisting of a School Board member, Selectboard member, Finance or Budget Committee member, and two members of the public, reporting findings by November 3, 2021? **The school board does not recommend this article 0-5-0.**

Article 11. Petition Warrant Article. Shall we adopt the provisions of RSA 32:5 V-b, requiring that the annual budget and all special warrant articles having a tax impact, as determined by the school board, shall contain a notation stating

the estimated tax impact of the article? The determination of the estimated tax impact shall be subject to approval by the governing body. **The school board does not recommend this article 1-4-0. The Finance Committee recommends this article 3-0-0.**

Article 12. To transact any other business which may legally come before said meeting?

GIVEN UNDER OUR HANDS AND SEALS AT SAID
BROOKLINE THIS 8th DAY OF FEBRUARY 2021.

SCHOOL BOARD:

Kenneth Haag, Chair
Erin Sarris, Vice-Chair
Rebecca Howie
Karen Jew
Alison Marsano

EXHIBIT 5
BROOKLINE SCHOOL DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2020

	General	Grants	Other Governmental Funds	Total Governmental Funds
REVENUES				
School district assessment	\$ 6,901,759	\$ -	\$ -	\$ 6,901,759
Other local	164,532	-	125,419	289,951
State	2,574,135	4,495	2,359	2,580,989
Federal	13,192	186,509	35,068	234,769
Total revenues	<u>9,653,618</u>	<u>191,004</u>	<u>162,846</u>	<u>10,007,468</u>
EXPENDITURES				
Current:				
Instruction	3,636,938	166,930	28,168	3,832,036
Support services:				
Student	669,694	2,040	-	671,734
Instructional staff	182,943	41,969	763	225,675
General administration	41,579	-	-	41,579
Executive administration	302,679	-	-	302,679
School administration	448,495	320	-	448,815
Business	239	-	-	239
Operation and maintenance of plant	682,396	11,652	-	694,048
Student transportation	448,391	-	-	448,391
Other	2,331,145	-	-	2,331,145
Non-instructional services	-	-	164,979	164,979
Debt service:				
Principal	188,253	-	-	188,253
Interest	287,522	-	-	287,522
Total expenditures	<u>9,220,274</u>	<u>222,911</u>	<u>193,910</u>	<u>9,637,095</u>
Net change in fund balances	433,344	(31,907)	(31,064)	370,373
Fund balances, beginning, as restated, see Note III.D.	460,397	(61,446)	151,621	550,572
Fund balances, ending	<u>\$ 893,741</u>	<u>\$ (93,353)</u>	<u>\$ 120,557</u>	<u>\$ 920,945</u>
Per exhibit 3	893,741	(93,353)	120,557	920,945

EXHIBIT 3
BROOKLINE SCHOOL DISTRICT
Balance Sheet
Governmental Funds
June 30, 2020

	General	Grants	Other Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 501,292	\$ -	\$ 99,920	\$ 601,212
Accounts	4,822	-	-	4,822
Intergovernmental	331,618	154,166	34,785	520,569
Interfund receivable	129,072	-	-	129,072
Inventory	-	-	12,953	12,953
Prepaid items	5,289	-	-	5,289
Total assets	<u>\$ 972,093</u>	<u>\$ 154,166</u>	<u>\$ 147,658</u>	<u>\$ 1,273,917</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 16,741	\$ 23,125	\$ 1,995	\$ 41,861
Accrued salaries and benefits	20,333	-	-	20,333
Intergovernmental payable	41,278	1,969	-	43,247
Interfund payable	-	129,072	-	129,072
Total liabilities	<u>78,352</u>	<u>154,166</u>	<u>1,995</u>	<u>234,513</u>
Deferred inflows of resources:				
Deferred revenue	-	93,353	25,106	118,459
Fund balances:				
Nonspendable	8,811	-	44,554	53,365
Restricted	-	-	2,017	2,017
Committed	362,769	-	73,986	436,755
Assigned	115,952	-	-	115,952
Unassigned	406,209	(93,353)	-	312,856
Total fund balances	<u>893,741</u>	<u>(93,353)</u>	<u>120,557</u>	<u>920,945</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 972,093</u>	<u>\$ 154,166</u>	<u>\$ 147,658</u>	<u>\$ 1,273,917</u>

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Brookline School District
ACTUAL EXPENDITURES FOR SPECIAL EDUCATION PROGRAMS & SERVICES
 June 30, 2020

EXPENSES	FY2018	FY2019	FY2020
Salaries	2,149,091	2,005,098	1,143,014
Benefits			143,605
Contracted Services	101,654	204,691	314,472
Transportation	110,132	124,406	150,182
Tuition	143,801	151,148	114,208
Supplies	26,407	26,390	44,753
Other	6,602	4,250	10,708
SUB Total	2,537,687	2,515,983	1,920,941
REVENUE			
Catastrophic Aid	16,774	52,006	60,408
Medicaid Distribution	19,255	25,052	13,192
IDEA & PK IDEA	161,980	101,041	132,663
Preschool Tuition	51,640	57,240	13,440
SUB Total	249,649	235,339	219,703
NET COST FOR SPECIAL EDUCATION	2,288,038	2,280,644	1,701,239

Brookline School District Budget FY22 Proposed Budget Summary

	FY20 Budget	FY21 Budget	FY22 Proposed Budget	FY22 vs FY21 \$ Diff	FY22 vs FY21 % Diff
General Fund					
1100 Regular Education Programs Teacher salaries, textbooks, substitutes, supplies	\$ 2,651,615	\$ 2,750,755	\$ 2,751,951	\$ 1,195	0.04%
1200 Special Education Programs Teacher salaries, aides, textbooks, evaluations, supplies and items specific to special education services	\$ 1,345,218	\$ 1,243,747	\$ 1,588,449	\$ 344,701	27.71%
2100 Student Support Services Guidance, health and nurses	\$ 659,778	\$ 699,892	\$ 725,602	\$ 25,710	3.67%
2200 Instructional Support Services Library salaries, supplies, technology and professional development	\$ 212,216	\$ 228,889	\$ 214,411	\$ (14,478)	-6.33%
2300 School Board Treasurer, SB stipends, SB minutes, legal and audit	\$ 56,425	\$ 73,425	\$ 74,185	\$ 760	1.04%
2310 SAU Assessment BSD Portion of the SAU budget	\$ 302,679	\$ 319,460	\$ 361,236	\$ 41,776	13.08%
2400 School Administrative Services Principal salaries, office staff, office equipment	\$ 492,818	\$ 515,509	\$ 498,174	\$ (17,335)	-3.36%
2600 Facilities & Maintenance Custodial salaries, electricity, heating oil, water, trash, liability premiums, building maintenance	\$ 603,233	\$ 693,958	\$ 654,845	\$ (39,113)	-5.64%
2700 Student Transportation Bus contract and fuel	\$ 579,700	\$ 601,004	\$ 610,199	\$ 9,194	1.53%
2900 Benefits Health, dental, NHRS, FICA, WC, unemployment, life and LTD	\$ 2,423,277	\$ 2,481,081	\$ 2,556,561	\$ 75,480	3.04%
4600 Building Improvements RMMS roof rplcmnts, gym floor	\$ -		\$ -	\$ -	
5100 Debt Service	\$ 475,775	\$ 38,500	\$ 36,400	\$ (2,100)	-5.45%
5200 Expendable Fund Transfers Maintenance	\$ 50,000	\$ 75,000	\$ 75,000	\$ -	0.00%
Special Education	\$ 50,000	\$ 25,000	\$ 25,000	\$ -	
Total General Fund	\$ 9,902,733	\$ 9,746,220	\$ 10,172,012	\$ 425,792	4.37%
Food Service Fund	\$ 165,000	\$ 170,000	\$ 165,000	\$ (5,000)	-2.94%
Grant Fund	\$ 180,000	\$ 195,000	\$ 190,000	\$ (5,000)	-2.56%
Total General Fund	\$ 10,247,733	\$ 10,111,220	\$ 10,527,012	\$ 415,792	4.11%

Brookline School District Budget FY22 Revenue/Tax Impact Estimate

Item	FY20	FY21	FY22 Estimate	FY21vsFY20 Change
Expenditures				
General Fund Expenditures	\$ 9,902,733	\$ 9,746,220	\$ 10,172,012	\$ 425,792
Grant and Food Service	\$ 345,000	\$ 365,000	\$ 355,000	\$ (10,000)
Budgeted Expenditures (All Funds)	\$ 10,247,733	\$ 10,111,220	\$ 10,527,012	\$ 415,792
Revenue				
Unreserved Fund Balance	\$ 228,414	\$ 549,731	\$ 340,000	\$ (209,731)
State Revenue				
School Building	\$ 44,436	\$ -	\$ -	\$ -
Catastrophic Aid	\$ 56,243	\$ 56,910	\$ 50,000	\$ (6,910)
Child Nutrition	\$ 2,100	\$ 2,100	\$ 2,100	\$ -
Other	\$ -	\$ -	\$ -	\$ -
Total State Revenue	\$ 102,779	\$ 59,010	\$ 52,100	\$ (6,910)
Federal Revenue				
Federal Grant Programs	\$ 80,000	\$ 80,000	\$ 80,000	\$ -
Disabilities Programs	\$ 100,000	\$ 115,000	\$ 110,000	\$ (5,000)
Medicaid	\$ -	\$ -	\$ -	\$ -
Child Nutrition	\$ 40,500	\$ 40,500	\$ 38,500	\$ (2,000)
Total Federal Revenue	\$ 220,500	\$ 235,500	\$ 228,500	\$ (7,000)
Local Revenue				
Tuition	\$ 210,000	\$ 13,000	\$ 13,000	\$ -
Interest Income	\$ 600	\$ 5,000	\$ 5,000	\$ -
Food Service	\$ 122,400	\$ 127,400	\$ 124,400	\$ (3,000)
Other	\$ 13,000	\$ 13,000	\$ 33,000	\$ 20,000
Total Local Revenue	\$ 346,000	\$ 158,400	\$ 175,400	\$ 17,000
Appropriation				
Budgeted Expenditures (All Funds)	\$ 10,247,733	\$ 10,111,220	\$ 10,527,012	\$ 415,792
Less Unreserved Fund Balance	\$ 228,414	\$ 549,731	\$ 340,000	\$ (209,731)
Less State Revenue	\$ 102,779	\$ 59,010	\$ 52,100	\$ (6,910)
Less Federal Revenue	\$ 220,500	\$ 235,500	\$ 228,500	\$ (7,000)
Less Local Revenue	\$ 346,000	\$ 158,400	\$ 175,400	\$ 17,000
Total Appropriation	\$ 9,350,040	\$ 9,108,579	\$ 9,731,012	\$ 622,433
School District Tax Assessment				
Total Appropriation	\$ 9,350,040	\$ 9,108,579	\$ 9,731,012	\$ 622,433
Less Adequacy Aid	\$ 1,908,595	\$ 2,041,387	\$ 2,134,564	\$ 93,177
Less One-Time Aid	\$ -	\$ 591,264	\$ -	\$ (591,264)
Less Retained Tax	\$ 560,696	\$ 577,572	\$ 625,035	\$ 47,463
Brookline School District Tax Assessment	\$ 6,880,749	\$ 5,898,356	\$ 6,971,413	\$ 1,073,057
Estimated Tax Impact			*1.5% Estimated Increase	
Local Assessed Valuation - with Utilities	\$ 660,620,270	\$ 670,989,733	\$ 681,054,579	\$ 10,064,846 *
Local Assessed Valuation - less Utilities	\$ 650,362,670	\$ 660,479,533	\$ 670,386,726	\$ 9,907,193 *
State Property Tax Rate (per \$1,000)	\$ 0.86	\$ 0.87	\$ 0.93	\$ 0.06
Local Education Tax Rate (per \$1,000)	\$ 10.42	\$ 8.79	\$ 10.24	\$ 1.45
Total BSD Tax Rate	\$ 11.28	\$ 9.67	\$ 11.17	\$ 1.50

**Brookline School District
Debt Schedule
as of 6/30/2020**

	<u>Roof Repair 2012 Series B</u>
Length of Debt (years)	10
Date of Issue	8/2012
Date of Final Payment	8/2022
Original Debt	\$386,400
Interest Rate	2.32%
Principal at Beginning of Year	\$145,000
Retired Issues this Year	\$40,000
Remaining Principal Balance Due	\$105,000
Remaining Interest Balance Due	\$6,300
Remaining Debt	<u>\$111,300</u>
Amount of Principal to be paid in FY21	\$35,000
Amount of Interest to be paid in FY21	\$3,500
Total to be paid FY21	<u>\$38,500</u>

FY22 Default Budget - Summary

Account	FY21 Adopted Budget	Required by Law OR Contracted Reductions/ Increases	Minus One-Time Expense	FY22 Default Budget	FY22 Proposed Budget	Diff
1100-1199	\$2,750,755	-\$41,812	-\$22,013	\$2,686,931	\$2,686,445	-\$486
1200-1299	\$1,243,747	\$343,975	\$0	\$1,587,722	\$1,588,449	\$726
2100-2199	\$699,892	\$33,309	\$0	\$733,200	\$724,337	-\$8,864
2200-2299	\$228,889	-\$2,434	-\$18,610	\$207,845	\$212,561	\$4,716
2300-2399	\$33,425	\$0	\$0	\$33,425	\$34,185	\$760
2400-2499	\$515,509	-\$57,395	\$0	\$458,113	\$474,631	\$16,518
2600-2699	\$693,958	\$11,937	-\$70,700	\$635,195	\$632,765	-\$2,430
2700-2799	\$601,004	\$14,488	\$0	\$615,493	\$610,199	-\$5,294
2900-2999	\$2,481,081	\$65,848	-\$39,177	\$2,507,752	\$2,512,127	\$4,375
5110-5120	\$38,500	-\$2,100	\$0	\$36,400	\$36,400	\$0
5222-5229	\$365,000	-\$10,000	\$0	\$355,000	\$355,000	\$0
Operating	\$9,651,760	\$355,816	-\$150,500	\$9,857,076	\$9,867,097	\$10,021
SAU Assessment	\$319,460			\$319,460	\$361,236	
Contingency	\$40,000			\$40,000	\$40,000	
Maint. Trust	\$75,000			\$75,000	\$75,000	
Spec Ed Trust	\$25,000			\$25,000	\$25,000	
Total	\$10,111,220	\$355,816	-\$150,500	\$10,316,536	\$10,368,333	\$10,021

FY22 Default Budget - Reasons			
Required by Law OR Contracted Increases/Decreases			
Account Range	Range Totals	Detail	
		Amount	Reason
1100-1199	-\$41,811.83	-\$57,311.83 \$15,500.00	Wage increases FY20 Teacher Lane Changes
1200-1299	\$343,975.09	\$90,108.18 \$197,932.65 \$55,934.26	Wage increases Contracted Services Out-of-District Tuition/Services
2000-2199	\$33,308.57	\$48,506.81 -\$15,198.24	Wage increases Contracted Services
2200-2399	-\$2,434.00	-\$2,434.00	Wage increases
2400-2499	-\$57,395.41	-\$57,395.41 \$0.00	Wage increases Increase in Site Licenses
2600-2699	\$11,936.88	\$11,936.88 \$0.00	Wage increases Inspections
2700-2799	\$14,488.34	-\$22,077.34 \$36,565.68	Regular Ed Bus Rate Increases Special Ed Bus Rate/Service Increases
2800-2999	\$65,848.39	-\$52,931.57 \$727.55 -\$1,000.00 \$46,962.74 \$8,498.73 -\$4,214.00 \$67,804.94	Health Insurance Increases Dental Insurance Increases Life Insurance NHRS Increase FICA Unemployment/Workers Comp/Other Retirement Benefit
5100-5999	-\$2,100.00	-\$2,100.00	Bond payment reduction
5200-5299	-\$10,000.00	-\$10,000.00	Transfer Increases
	\$355,816.03		

One-Time Expenses			
Account Range	Range Totals	Detail	
		Amount	Reason
1100-1199	-\$15,012.92	-\$15,012.92	FY20 Teacher Lane Changes
1100-1199	-\$7,000.00	-\$7,000.00	FY20 Social Studies Curriculum
2200-2225	-\$18,610.00	-\$18,610.00	FY20 Computer Equipment
2600-2699	-\$70,700.00	-\$70,700.00	FY20 Maintenance Expense
2800-2999	-\$39,177.19	-\$39,177.19	FY20 Teacher Retirement Benefit
	-\$150,500.11		

Dear Community Members,

The last several months have forced us all to change our practices and adapt to life during a pandemic. Our schools have encountered many challenges but as a result of a dedicated faculty, committed parents and remarkable students we have overcome the obstacles and provided the support and systems to allow our children to learn either in-person or fully remote. Last spring, we held our spring theater performance virtually and graduation occurred in person with each family being provided a six by six foot social distancing box. Also, last spring you the voters showed up and supported our budgets and the accompanying warrant articles via our first ever drive through vote for the Coop District. This fall masks and physical distancing became the norm. We conducted a successful sports season which saw our Boys Golf team become State Champions. In the midst of adjusting to all these "new procedures" our students have performed well. Academically, our students have been putting forth a great effort whether a remote student or in person. Clubs and organizations continue to meet regularly. Our "new normal" goes as well as can be expected. As you head to the polls to make your decisions on this year's warrant articles, I thank you for your on-going support. We continue to provide an exceptional education for the students in our two communities. These have been difficult times, but our communities have responded with support and compassion. Our students have conducted food drives, advertised blood drives while caring for themselves and each other. Many of the lessons students have learned during this pandemic go well beyond our school buildings. Although our students have always impressed me, the last ten months have affirmed my belief that our future is in very good hands. These young women and men continue to make me proud to serve as the Superintendent of SAU 41. Thank you and stay safe.

Andrew Corey
Superintendent

SAU 41 Technology Report 2020-2021

Needless to say the challenge of 2020 has been the pandemic and delivery of curriculum to onsite and remote learners. To ensure a best practices approach each student needed to have a dedicated device. This was accomplished by encouraging the use of personal devices and assigning school owned devices to students who needed them.

There was a coordinated district wide effort to sign out devices that involved the SAU41 Database Administrator, Technical Specialists, and school level support staff.

During the lockdown teaching staff embraced the use of Zoom to run classes remotely. Zoom helped public education by offering paid features such as expanded time limits at no cost.

The Internet bandwidth has been expanded from 250MB to 800MB and eventually will be increased to 1GB. This was needed as the COOP staff were teaching hybrid classes that had a combination of onsite and remote students.

The firewall was upgraded as a routine deployment in February. During the pandemic the Barracuda F400 firewall has been a huge help for management of bandwidth using traffic shaping and secure remote access for the central office staff to complete payroll and other accounting functions on the finance server.

Security camera projects have been completed at all sites in SAU41. All cameras are viewable from an app that can be installed on a computer or smartphone. All cameras are motion sensitive and record to a DVR in each building. In addition to security cameras all of the building doors have FOB access centrally managed by the Director of Maintenance and the IT department.

Aging intercom systems were updated at HBHS, HBMS, and HUES. The new systems integrate with the VOIP phone systems.

The HUES phones were replaced with a VOIP system. All phones have caller ID, long distance within the continental 48 states, and can send voice messages as sound attachments to staff email accounts.

The Chromebook fleet continues to grow across all schools with the total now at 904 devices. This number will continue to grow this year as vendors fill backorders.

Chromebook Deployment by Building

HBHS	278
HBMS	209
CSDA	134
RMMS	73
HUES	152
HPS	58

Respectfully submitted,

Richard Raymond, Network Administrator
12/18/2020

The SAU41 Student Services Department works to ensure equity, access, and opportunity for all students in Hollis, Brookline, and Hollis Brookline Cooperative Schools.

SAU 41 Student Services encompasses students eligible for Special Education programs under the Individuals with Disabilities Educational Act (IDEA), students with accommodation plans under Section 504 of the Rehabilitation Act of 1973, families in transition (homeless), and students with Limited English proficiency. Additionally, SAU41 Student Services supports children and families are involved with the Division for Children Youth and Families (DCYF) and the Department of Juvenile Justice. SAU41 Students Services also provides supports to families whose students may attend charter schools, private schools and home education programs.

The success of the SAU41 Student Services Department is the direct result of the dedicated and caring educators that work with the students of SAU41. Our staff consists of a talented group of special educators, occupational therapists, physical therapists, reading specialists, speech language pathologists, counselors, psychologists, school nurses, social workers, teachers of the visually impaired and hard of hearing. The level and type of supports provided are determined through a clearly defined process and team participation. We have a dedicated support staff team of paraprofessionals who provide individual and group support as needed. We have supplemented our program needs with Board Certified Behavior Specialists and have provided national certification for many of our support staff to become Registered Behavior Technicians. Our responsibility to support all students in their access to a high quality education is individualized at a student level and is unique to each child's diverse learning profile.

It is both the legal and ethical obligation of the SAU41 Student Services Department to find and identify any child within the towns of Hollis and Brookline who are suspected of having an educational disability. This obligation, known as Child Find, ensures that all students with disabilities are given access to a free appropriate public education (FAPE). This education may

consist of special education services, related services, specialized transportation, rehabilitative assistance, and/or specialized programming in an educational Special Education placement outside the SAU. Referrals for students between the ages of 2.5 and 21 who are suspected of having an educational disability can be made at any time by contacting the Assistant Superintendent of Student Services or the building Special Education Administrator.

SAU 41 receives federal grant funding through the Individuals with Disabilities Education Act (IDEA) on an annual basis to offset local costs expended for the delivery of specialized programming. The office of student services has worked hard to maximize all available reimbursement opportunities to the districts through federal and state programs. Over the past few years, due to eligibility criteria, fewer costs have been eligible for reimbursement; however SAU 41 continues to seek the maximum amount of available aid through extensive checks and balances within the financial management of student service resources.

One of the cornerstones of SAU41 Student Services is the specialized programming that has been developed to meet the unique needs of our diverse student population. At the high school level the CHOICES program continues to provide alternative pathways to learning through Extended Learning Opportunities (ELO), online learning and community based internships. At the elementary level, our intensive needs preschool program provides resource and support to students with disabilities.

Lead by our school nurses, SAU41 Student Services has worked closely this year with the Department of Education, Department of Health and Human Services and other agencies to assist with the management of our Covid 19 Response Planning. SAU41 has developed a series of protocols that puts the health and safety of both staff and students at the forefront. As a result, SAU41 was able to offer a fulltime in-person option and full-time remote option to all students. It is the hard work

and commitment of our school nurses that has made the SAU41 School Reopening Plan a success.

On behalf of all the educators of SAU41 Student Services we are honored to support the children of Hollis and Brookline.

Respectfully submitted,

Bob Thompson
Assistant Superintendent of Student Services

Brookline School District Annual Report 2020

The Brookline Schools are comprised of the Richard Maghakian Memorial School (PreK-Grade 3) and Captain Samuel Douglass Academy (Grades 4-6). The district's schools strive to provide the best educational opportunities for all students to ensure their academic, social, and emotional growth through a rich curriculum, skilled instruction delivered by highly qualified teachers, and a strong parent/community partnership. Educators are committed to providing classroom experiences that are rigorous, foster higher levels of thinking, and encourage creative problem solving.

ACADEMICS AND THE ARTS

Teachers collaborate with their grade level colleagues within SAU-41 to develop and deliver a curriculum that identifies the essential learnings for all students. School based teams monitor student progress through the use of common formative assessments and benchmark assessments, such as AimswebPlus. The results of the assessments are used by educators to improve best practices, build the capacity of the teams to achieve student learning goals, and provide targeted support for all students.

An effective literacy program prepares students to be lifelong readers and writers. We use a *“Balanced Literacy Approach”* whereby students acquire skills and abilities through participation in a variety of lessons and activities which integrate reading, writing, speaking, and listening. By implementing the Reading and Writing Workshop techniques, teachers create rich and rigorous learning environments for students to analyze and discuss literature, learn grammar and writing mechanics, and communicate thoughts effectively both orally and in writing. Classroom libraries are rich in narrative and informational texts that challenge students at all levels, and foster inquiry and the desire to learn. Literacy at both RMMS and CSDA is celebrated through a variety of exciting events such as *Reading Night; Read Across America Week; Annual Writers’ Festival; and Summer Reading Kick-Off.*

We strive to provide a solid foundation in mathematics for all students in the Brookline School District. Our students continue to demonstrate high achievement at all grade levels through the skillful implementation of the enVision Math 2.0 program. This comprehensive and rigorous program focuses on computation, problem solving, critical thinking and mathematical reasoning skills, as well as the 'Standards for Mathematical Practice.' Manipulative math tools such as Cuisenaire rods, base ten blocks, pattern blocks, fraction bars, and decimal squares are used to introduce and reinforce mathematical concepts across all grade levels.

Brookline students are provided numerous opportunities to apply content knowledge and academic skills when participating in problem-based and project-based learning activities in all areas of the curriculum. All grade levels participate in cross grade level, schoolwide STEM projects, which target the 4C's (Collaboration, Creativity, Critical Thinking and Communication) and other 21st Century Skills.

Students experience the science curriculum through an inquiry-based model, whereby they explore topics in earth/space science, physical science, and life science through hands-on activities and laboratory experiments. The science lessons implemented are designed to be dynamic, materials-rich, and intellectually stimulating.

Our social studies program offers students an exploration of four key curriculum strands: civics and government, economics, history, and geography. A rich exposure to these concepts is supported through participation in interdisciplinary projects, often enhanced through the skillful use of varied technology tools and resources.

The art program strives to present the cultural and historical importance of art in an atmosphere that encourages self-expression. Art is often integrated into the curriculum and specialists conduct lessons that are coordinated with grade level classroom teaching throughout the school year. Each

grade level art theme has an historical focus, from ancient art through early American art. Along with this, New Hampshire art and artists are also explored.

In the music classrooms at both RMMS and CSDA, students are actively involved in “hands on” interactive music lessons that are integrated into children’s literature, history, geography, writing, math, movement, and the arts. As students sing, listen, move and play instruments, they celebrate our diverse culture as well as those of other countries across the globe.

The RMMS and CSDA libraries continue to offer many opportunities to enrich student learning and further develop critical thinking skills. RMMS uses a Learning Commons model; a flexible shared space for information technology, online education, academic support, collaboration, content creation, meetings, professional development, reading and studying. Students are exposed to projects and ‘makerspace’ activities that encourage more autonomous learning experiences for our students.

The Physical Education program emphasizes activities that give students a broad base of skills that build motor and movement abilities, develop team building concepts, and promote lifetime activity for all students. RMMS and CSDA annually hold a Jump Rope for Heart event to encourage health and fitness.

Technology is an essential educational tool used to reinforce and elevate all content areas in the Brookline School District. Our technology program offers students rich learning experiences through teacher-directed activities and student-created projects. Students have opportunities to experience various learning technologies in our classrooms, which afford them varied paths in which to pursue their work products. In addition to teaching students how to use general computer programs and software, students are introduced to the power of the internet for both research and electronic collaboration. Through our ‘Digital Citizenship’ lessons, students learn how to safely and responsibly use the web, critically evaluate sites for

authenticity and reliability, and give credit to all text and print sources used in their work products. Grade K uses Seesaw, Grades 1-6 are using 'Google Apps for Education' (GAFE) as our primary educational platform, and Grades K - 6 have implemented a Bring Your Own Device (BYOD) program to supplement school district technology and afford students more opportunities for online learning.

STUDENT ACTIVITIES

Our students have many opportunities to extend their learning through a variety of exciting educational programs, which may occur during or outside of the regular school day. Among these are the Scripps-Howard Spelling Bee, Writer's Festivals, New England Mathematics League, Annual 6th Grade Science Fair, Presidential Fitness program, Chorus, Band, Orchestra, Lego League Robotics, and many other clubs and programs.

Social-emotional learning and character education is a critical part of our daily curriculum and promotes good citizenship within our school community. Grade levels participate in units from our Choose Love Curriculum, which focuses on courage, gratitude, forgiveness, and compassion in action. Additionally, these themes are reinforced in the daily announcements and at school-wide assemblies. Our schools celebrate the positive contributions of the student body regularly, and we are proud of our outstanding students who clearly demonstrate these desirable character traits every day.

COMMUNITY & PTO

Throughout the year, students at both RMMS and CSDA benefit from outstanding enrichment programming that is provided through the generosity of the Brookline Parent Teacher Organization. This dedicated group conducts fundraisers, volunteers countless hours in our schools, and supports the efforts of teachers and administration by providing many enhanced learning opportunities for our students. The PTO's contributions to our school community are priceless.

A highlight of our year is the annual Memorial Day Program, a large and well-attended community event honoring the sacrifices of American servicemen and servicewomen. Our school community is also proud to host several charitable drives for local relief organizations (Brookline Food Pantry, SHARE, etc.) during the school year.

STAFF

We were sad to say goodbye to Andrea Martel, CSDA case manager; Barbara Sobol, CSDA librarian; Deborah Calkin, CSDA teacher; Betsy Bucknam, RMMS reading specialist; and Virginia Commisso, RMMS teacher; all of whom retired from the Brookline School District this year.

We would also like to thank Dennis Dobe, CSDA Principal; Jennifer Ball, Special Education Administrator; Kristin Trent, RMMS teacher; Sacha Doucet, RMMS teacher; Megan Gagne, CSDA art teacher, and Beth Penney, science specialist, for their contributions.

This year our district welcomed, Patricia Bouley, CSDA Principal; Amanda Morin, Special Education Administrator; Lisa Aulbach, school psychologist; Lauren Saltalamacchia, speech pathologist; Kathy Harris, CSDA case manager; Alana Taylor, CSDA librarian; Caitlin Wirth, RMMS teacher; Kathryn King, RMMS teacher; Darby Shaw, RMMS teacher; Megan Healy, RMMS teacher; Janet Auger, RMMS teacher; Erin McMullen, RMMS teacher; Samantha Meehan, CSDA teacher; Aureta Kulacz, CSDA teacher, Katrina Deware, CSDA teacher; Thomas Elmer, CSDA case manager; and Kristen Leroux-Gott, CSDA art teacher;

We are committed to providing the very best education possible for all of the students in Brookline, and appreciate the opportunity to work collaboratively with our families to ensure that their academic, social, emotional, and physical needs are met in our schools each and every day.

Respectfully submitted,

Daniel Molinari
Principal, RMMS

Patricia Bouley
Principal, CSDA

Amanda Morin
Special Education
Administrator

BROOKLINE SCHOOL DISTRICT
PROFESSIONAL STAFF ROSTER 2019-2020

First Name	Last Name	Assignment	College/University	Degree
Patricia	Bouley	Principal	University of New England	C.A.G.S.
Daniel	Molinari	Principal	Plymouth State Univ.	C.A.G.S.
Amanda	Morin	Special Education Administrator	Alfred University	C.A.G.S.
Lauren	Arruda	Kindergarten	Rivier	B.A.
Lisa	Aulbach	School Psychologist	Northeastern	CAGS
Sally	Barnett	Reading Specialist	Rivier	Ed.D.
Kimberly	Beaudette	Reading	Rivier	M.A.
Amanda	Bent	Special Education	Rivier	M.Ed.
Monica	Boisvert	Art	Notre Dame College	B.A.
Lisa	Boucher	Grade 1	UNH	M.Ed.
Deborah	Bowry	Guidance	Notre Dame College	M.A.
Cathleen	Burbee-Farwell	School Nurse	Univ. Southern Maine	B.S.N.
Christina	Catino	Music	UNH	B.A.
Shawna	Cutler	PreK	Rivier	M.S.T.
Megan	Dever	Kindergarten	Thomas College	B.S.
Mary	Driscoll	Occupational Therapist	Worcester State University	MOT
Shannon	Dwyer	Grade 2	Lesley College	M.Ed.
Emily	Ekis	Kindergarten	UNH	M.Ed.
Thomas	Elmer	Special Education	UNH	B.A.
Amanda	Finigan	Special Education	Keene State College	B.S.
Kimberly	Frye	ELL	UNH	M.Ed.
Hanna	Furbush	Grade 6	UNH	M.Ed.
Jane	Gauthier	Grade 4	Notre Dame College	B.A.
Sarah	Griffin	Special Education	Rivier	M.S.
Shelli	Harris	Board Certified Behavior Analyst	Sage College	M.S.
Kathleen	Harris	Special Education	Plattsburg State University	M.Ed.
Megan	Healy	Grade 1	American International Coll.	M.S.
Brittany	Hicks	Grade 6	New England College	B.A.
Allie	Hills Everett	Kindergarten	Brown University	M.A.T.
Kathryn	King	Grade 3	Keene State College	B.S.
Shelley	Kosek	Grade 4	UNH	M.Ed.
Melissa	Leafe	Grade 5	Plymouth State Univ.	CAGS
Kristen	Leroux-Gott	Art	UNH	M.Ed.
Lisa	Lindsay	Grade 4	Rivier	M.Ed.
Maureen	Lorden	Nurse	Northeastern	B.S.
Stephen	Martus	Physical Education-Health	Plymouth State Univ.	M.Ed.
Jaime	Matylewski	Special Education	Rivier	M.Ed.
Michelle	McInnes	Behavior Specialist	Southern NH Univ.	M.S.
Samantha	Meehan	Grade 4	Western Governors Univ.	M.Ed.
Lauren	Melia	Reading Specialist	Plymouth State Univ.	M.S.
Kathleen	Milewski	Grade 2	Southern NH Univ.	M.Ed.
Kristine	Murray	Media/Library	Lesley College	M.Ed.
Corrine	Noel	Grade 2	Western Governors Univ.	B.A.
Jessica	Oleniak- Laflamme	Grade 2	Southern NH Univ.	M.Ed.
Karen	Oppelaar	Special Education	Chaminade University	M.A.T.
Nichole	Palmer	Grade 5	Kaplan University	M.Ed.
Karen	Pillion	Math Specialist	City U. NY, Hunter College	MSEd
Lindy	Prewitt	ELL	Texas State University	B.S.
Timothy	Putnam	Grade 6	Whelock College	M.A.
Jill	Robinson	Grade 1	Mary Washington College	M.A.

Stephanie	Rogers	Special Education	Rivier	M.Ed.
Lauren	Saltalamacchia	Speech/Language Pathologist	Idaho State University	M.S.
Darby	Shaw	Grade 1	Southern NH Univ.	B.A.
Shannon	Sinclair	Music	Ithica College	B. Music
Gregory	Snoke	Grade 6	Plymouth State Univ.	M.Ed.
Nicole	Stephens	Grade 3	Colby Sawyer College	B.S.
Renelle	Stone	Grade 5	Rivier	BAEd.
Lisa	Talcott	Grade 3	Fitchburg State	M.Ed.
Alana	Taylor	Media/Library	Univ. of Wisconsin	B.S.
Suzanne	Tetrault	Tech Integration Specialist	New England College	M.Ed.
Tammy	Van Dyke	Physical Education	Castleton	B.S.
Jessica	Visinski-Bumpus	Guidance	Rivier	M.Ed.
Joseph	Vitulli	Grade 5	Southern NH Univ.	M.Ed.
Patricia	Waller	Reading	Rivier	M.Ed.
Brooke	Wilson	Speech/Language Pathologist	University of Maine	M.A.
Lisa	Winters	Math Specialist	St. Michael's; Rivier	MSA, M.Ed.
Caitlin	Wirth	Grade 3	Rhode Island College	B.A.
Diana	Zoltko	SAU Nurse	Rivier	MSN

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT
ANNUAL REPORT
For the Year Ending June 30, 2020

Hollis Brookline Cooperative School Board

Mrs. Holly Deurloo Babcock, Chair	Term Expires 2022
Mr. Thomas Solon, Vice Chair	Term Expires 2021
Mrs. Cindy VanCoughnett	Term Expires 2023
Mrs. Elizabeth Brown	Term Expires 2021
Mrs. Krista Whalen	Term Expires 2022
Mrs. Beth Williams	Term Expires 2022
Ms. Kate Stoll	Term Expires 2023
Mr. Drew Mason, Moderator	Term Expires 2022
Mr. Robert Rochford, Treasurer	Appointed 2016
Mrs. Diane Leavitt, School District Clerk	Appointed 2008

Hollis Brookline Cooperative Budget Committee

Ms. Darlene Mann, Chair	Term Expires 2022
Mr. Raul Blanche, Vice Chair	Term Expires 2023
Mr. Brian Rater	Term Expires 2021
Mr. Lorin Rydstrom	Term Expires 2021
Mr. Matt Maguire	Term Expires 2022
Mr. David Blinn	Term Expires 2023
Mr. Thomas Enright	Term Expires 2022

SAU #41 Administration

Mr. Andrew F. Corey	Superintendent of Schools
Ms. Gina Bergskaug	Assistant Superintendent
Mr. Robert Thompson	Assistant Superintendent of Student Services
Ms. Kelly Seeley	Business Administrator
Ms. Amy Rowe	Assistant Director of Student Services
Mr. Richard Raymond	Network Administrator
Mrs. Linda Sherwood	Senior Assistant Business Administrator
Mrs. Donna Smith	Assistant Business Administrator

Hollis Brookline Middle School

Mr. Timothy Girzone, Principal
Ms. Yolanda Flamino, Assistant Principal
Mrs. Jennifer Campbell, Special Education Coordinator

Hollis Brookline High School

Mr. Richard Barnes, Principal
Mr. Robert Ouellette, Assistant Principal
Ms. Amanda Zeller, Assistant Principal
Ms. Lauren DiGennaro, Assistant Principal

SCHOOL WARRANT
The State of New Hampshire

Polls Open at 7:00 AM - Will not close before 7:00 PM (HOLLIS)
Polls Open at 7:00 AM - Will not close before 7:30 PM
(BROOKLINE)

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL GYM (HOLLIS) AND CAPT. SAMUEL DOUGLASS ACADEMY (BROOKLINE) IN SAID DISTRICT ON THE NINTH DAY OF MARCH 2021, AT SEVEN O'CLOCK IN THE MORNING, RESPECTIVELY, TO ACT UPON THE FOLLOWING SUBJECTS.

1. To choose one member of the School Board from Hollis for the ensuing three years.
2. To choose one member of the School Board from Brookline for the ensuing three years.
3. To choose one member of the Budget Committee from Hollis for the ensuing three years.
4. To choose one member of the Budget Committee from Brookline for the ensuing three years.

Given under our hands and seals at said Hollis, New Hampshire on this 10th day of, February, 2021.

SCHOOL BOARD MEMBERS:

Holly Deurloo Babcock, Chair
Krista Whalen
Elizabeth Brown
Cindy VanCoughnett
Tom Solon
Kate Stoll
Beth Williams

HOLLIS/BROOKLINE COOPERATIVE SCHOOL DISTRICT
WARRANT
The State of New Hampshire

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline in the County of Hillsborough, State of New Hampshire qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL IN SAID DISTRICT ON THE **TENTH DAY OF APRIL, 2021** AT TEN IN THE MORNING TO ACT UPON THE FOLLOWING SUBJECTS.

Article 1. To see if the school district will vote to approve the cost items for the first year of a three-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Support Staff Association for the 2021-22, 2022-23 and 2023-24 school years, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

Fiscal Year	Estimated Increase
2021-22	\$117,065

and further to raise and appropriate a sum of **\$117,065** for the first fiscal year (2021-22 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. **The school board recommends this appropriation (7-0-0). The budget committee recommends this appropriation (6-0-1).**

Article 2. To see if the school district will vote to approve the cost items for the first year of a three-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Association for the 2021-22, 2022-23 and 2023-24 school years, which calls for the

following increases in professional staff salaries and benefits at the current staffing levels:

Fiscal Year	Estimated Increase
2021-22	\$228,316
Fiscal Year	Estimated Increase
2022-23	\$294,057
Fiscal Year	Estimated Increase
2023-24	\$330,369

and further to raise and appropriate a sum of **\$228,316** for the first fiscal year (2021-22 school year), such sum representing the additional costs attributable to the increase in professional staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. **The school board recommends this appropriation (7-0-0). The budget committee recommends this appropriation (6-1-0).**

Article 3. To see if the school district will vote to raise and appropriate a sum of **\$24,160,377** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. **The school board recommends this appropriation (7-0-0). The budget committee recommends this appropriation (6-1-0).**

Article 4. Shall the District vote to raise and appropriate the sum of **\$997,899** as the Hollis Brookline Cooperative School District's portion of the SAU budget of **\$1,953,257** for the forthcoming fiscal year? This year's adjusted budget of **\$1,918,864** with **\$980,328** assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The school board recommends this appropriation (7-0-0). The budget committee recommends this appropriation (6-1-0).**

Article 5. Discontinue Athletic Expendable Trust. Shall the school district vote to discontinue the Athletic Expendable Trust fund? Said funds and accumulated interest to date of withdrawal, are to be transferred to the school district's general fund. (Majority vote required). **The school board recommends this article (7-0-0). The budget committee recommends this article (7-0-0).**

Article 6. Establish Athletics Revolving Fund. Shall the school district establish a non-lapsing Athletics Revolving Fund in accordance with RSA 194:3-c, to be funded by receipts from athletic participation fees and charges? Further, to raise and appropriate up to **\$50,000** to put into that fund for the purpose of supporting athletic programs in the district, with said amount to come from unassigned general fund balance (resulting from the previously discontinued Athletic Expendable Trust and participation fees collected in 2020-21). The money received from athletic fees and charges shall be allowed to accumulate from year to year in this revolving fund, and shall not be considered part of the general fund unassigned fund balance. Expenditures may be made from this revolving fund only for the purposes stated herein at monthly intervals or as needed without further approval of the legislative body. (Majority vote required). **The school board recommends this appropriation (7-0-0). The budget committee recommends this appropriation (7-0-0).**

Article 7. To see if the school district will vote to raise and appropriate up to the sum of **\$115,000** to be added to the previously established School Building and Facilities Maintenance Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2021 unassigned fund balance, available on July 1, 2021. **The school board recommends this appropriation (6-1-0). The budget committee recommends this appropriation (6-1-0).**

Article 8. To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate up

to \$100,000 to go into the fund. This sum to come from the unassigned fund balance available on July 1, 2021, and no amount to be raised from taxation. Any appropriation left at the end of the year will lapse to the general fund. **The school board recommends this appropriation (5-2-0). The budget committee does not recommend this appropriation (3-4-0).**

Article 9. Shall the school district accept the provisions of RSA 198:20-b providing that any school district at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the school board to apply for, accept and expend, without further action by the school district, unanticipated money from a state, federal or other governmental unit or a private source which becomes available during the fiscal year? **The school board recommends this article 7-0-0.**

Article 10. (Contingent Article). If Article 9 passes, this article is unnecessary: to see if the school district will authorize the Hollis Brookline Cooperative School Board to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. **The school board recommends this article (7-0-0).**

Article 11. Petition Warrant Article. Shall we adopt the provisions of RSA 32:5 V-b, requiring that the annual budget and all special warrant articles having a tax impact, as determined by the school board, shall contain a notation stating the estimated tax impact of the article? The determination of the estimated tax impact shall be subject to approval by the governing body. **The school board does not recommend this article (0-7-0). The budget committee does not recommend this article (0-7-0).**

Article 12. Petition Warrant Article. Shall we adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the governing body (or budget committee) shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of

local taxes raised, by more than 4%? **The school board does not recommend this article (0-7-0). The budget committee does not recommend this article (0-7-0).**

Article 13. Petition Warrant Article. Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Hollis Brookline Cooperative School District on the second Tuesday of March? **The school board does not recommend this article (1-6-0). The budget committee does not recommend this article (0-7-0).**

Article 14. Petition Warrant Article. To see if the Hollis Brookline Cooperative District will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District by deleting Article 3 as currently written and substituting a new Article 3 as follows:

Article 3: The Hollis Brookline Cooperative School District shall be responsible for grades nine (9) through twelve (12). **The school board does not recommend this article (0-7-0). The budget committee does not recommend this article (0-7-0).**

Article 15. Petition Warrant Article. Shall SAU 41 and the Hollis Brookline Cooperative Schools hereby affirm our general support for each student's growth and enrichment, in support thereof, We, the Legislative Body, hereby state the following as a matter of general policy:

- (a) The family unit is ideally at the core of each individual's social, educational, intellectual, and emotional well being,
- (b) Our schools are a critical element that shall foster an environment where our goal is that all students are enabled to thrive and positively achieve their potential and develop the content of their character accordingly,
- (c) It shall be the primary goal of all teachers and administrators to support these efforts,
- (d) Any divisive policy that fosters prejudicial discrimination, segregation, stereotyping, intimidation, censorship, harassment or retribution based on race or sex is, by its

nature, a threat to our social fabric, morally wrong and generally unlawful,

- (e) Further, educational techniques that hinder or prevent: fairness, impartiality, equality of opportunity OR, conversely, support outcomes of “equity redesign”, “equity based outcomes”, “redistribution”, “retribution”, “unlearning” or “Critical Race Theory” are, by their nature, detrimentally counterproductive to healthy education and the unifying ideals of our greater American Society,
- (f) Any parties so wronged may seek court relief under applicable federal and state laws, through and with RSA 354-A (Anti-Discrimination), RSA 91-A, (The Right to Know), et al., noting the enforcement and penalty provisions provided therein.

Therefore,

WE, the Legislative Body of SAU 41 and the Hollis Brookline Cooperative Schools, with our vote, hereby affirm that this Article be published and made an integral policy of our School Administrative Unit and Cooperative School District. **The school board does not recommend this article (0-7-0).**

Article 16. To transact any other business which may legally come before said meeting.

Given under our hands and seals at said Hollis, New Hampshire on this **10th day of February, 2021.**

SCHOOL BOARD MEMBERS:

Holly Deurloo Babcock, Chair
Elizabeth Brown
Tom Solon
Kate Stoll
Cindy VanCoughnett
Krista Whalen
Beth Williams

Rules for the Annual Meetings

The purpose of the Town or School District meeting is to discuss and act on the subjects brought forward by your Governing Body (Select Board for the town, School Board for the school). To do so effectively, rules are needed that provide order and structure to the meeting. Voters should be aware that the public hearings and informational sessions are the best opportunities to learn about the issues and ask detailed questions before the district meeting.

State law describes the duties of the Moderator as to preside at the meetings, regulate the business thereof, and decide questions of order. RSA 40:4

In addition, state law also requires the following of all persons attending the meeting: No person shall speak in any meeting without leave of the moderator, nor when any person speaking is in order; and all persons shall be silent at the desire of the moderator. RSA 40:7

In order to save time and confusion at the meeting, the Moderator proposes the following rules be adopted to govern the meeting.

1. The meeting is not conducted under Robert's Rules of Order, although those rules may be considered as guidelines. Rather, the Moderator will use the following general rules of procedure. RSA 40:4
2. Once the meeting rules are adopted, the voters can change any rules by a two-thirds vote, unless the rule is required by state law. RSA 40:4
3. By majority vote, the voters can overrule any decision that the Moderator makes unless the decision is required by state law. A voter can request an appeal of a ruling by raising a Point of Order. RSA 40:4
4. Speakers are generally limited to registered voters in the towns of Hollis and Brookline. The SAU Superintendent,

Town or District Counsel, and members of the town or school administration may speak for invited presentations or to answer questions. Others may speak if permitted by a majority of voters present.

5. To speak at the meeting, you must have the floor. Come up to the microphone and wait to be recognized by the Moderator. Show your voting card. Announce your name and address clearly so the Clerk can hear it. Address the Moderator not the audience. Speak only once to a motion or amendment until all others get a chance to speak. RSA 40:7
6. Time is limited to 2 minutes per speaker. You will see a signal if your time is running out. Extra time will be allowed for questions. By prior agreement, organized presentations are allowed up to 10 minutes.
7. Be germane and, if possible, brief. Avoid repeating points that have already been made.
8. Be courteous. Disruptive behavior or personal attacks will be ruled out of order and, if necessary, disruptive individuals will be removed from the meeting. RSA 40:8
9. Where possible, we vote by raising voting cards. If a vote looks close, counters will be asked to count the raised cards.
10. Voting on all questions will occur during the meeting or subsequent recessed sessions. No all-day voting will be allowed.
11. A motion or amendment can only be made when a member has been granted the floor by the Moderator.
12. Only one amendment can be discussed at a time. If the amendment is longer than 10 words, it must be made in writing.
13. Amendments to dollar figures must be made in final amounts, not in percentages nor amounts to be increased or decreased.
14. Negative motions are not allowed.
15. No means no. If an article is defeated, the same purpose cannot be accomplished a different way. RSA 32:10, 1(e)

16. The 10% Rule limits the ability of the district meeting to spend more than 10% above the amount recommended by the Budget Committee. RSA 32:18
17. Votes on bond issues over \$100,000 are conducted by secret ballot, and the polls must remain open for at least an hour. The article must receive at least 2/3 of the yes and no votes to pass. If a motion is passed to reconsider a bond vote, actual reconsideration cannot occur until at least 7 days later. RSA 33:8-a
18. The vote on the SAU Budget is conducted by secret ballot. It cannot be amended. RSA 194-C:9-b
19. Votes on collective bargaining agreements require a simple majority to pass. Contract terms cannot be amended. Estimated increase amounts for salaries and benefits are only estimates, not specified contract terms. The dollar amount is not subject to the 10% rule. RSA 32:19, RSA 273-A:3
20. The operating budget shows how the Governing Body plans to spend the money, but actual expenditures are at the discretion of the Governing Body. With one exception, amendments to the operating budget only affect the bottom line, not individual items. The exception is that if a line item in the MS-27 budget is zeroed, the Governing Body may not spend any funds on that item. RSA 32:10, I(e)
21. The purpose of a Point of Order is to bring to the Moderator's attention that the rules of the meeting are not being followed. A Point of Order cannot be used to preempt another speaker nor to make a motion.
22. A motion to End Debate is not debatable and requires a 2/3 vote to pass. If the motion passes, all speakers already in line will be allowed to speak, but no one else may join the line.
23. A motion to Reconsider allows voters to discuss a matter further and vote again. It requires only a simple majority. The motion is in order only if made by a member who voted on the prevailing side of the question to be reconsidered.

24. A motion to Restrict Reconsideration does not forbid reconsideration. If passed, it requires that any subsequent reconsideration cannot occur for at least 7 days. The motion is in order at any time that a voter has the floor. RSA 40:10
25. Privileged motions include: Final Adjournment; Adjourn to Time and Place Certain; Recess; Restrict Reconsideration; and Parliamentary Inquiry.
26. Subsidiary motions include: Amend; Table; End, Limit, or Extend Debate; Postpone; and Pass Over.
27. Incidental motions include: Point of Order; Appeal of Moderator's Ruling; Division of the Question; Fix Time and Place of Voting; and Suspend the Rules.
28. Main motions include: Warrant Article; Reconsider; Take from the Table; and Change the Rules.
29. Non-Debatable Motions include: Adjourn or Recess; Table or Take from the Table; End, Limit, or Extend Debate; Reconsider or Restrict Reconsideration; and Suspend the Rules.
30. Motions requiring 2/3 to pass include: End, Limit, or Extend Debate; Fix Time and Place of Voting; and Change or Suspend the Rules.
31. A request for a secret ballot vote must be made in writing by 5 voters present prior to the vote. RSA 40:4-a, I(a)
32. A request to recount a secret ballot vote may be made by 5 voters present at the time of the vote. The request must be made immediately after the result is announced and applies only if the result margin is less than 10 percent of the total vote. The request need not be in writing. RSA 40:4-a, I(b)
33. A request to recount any non-ballot vote may be made by at least 7 voters present at the time of the vote, and must be made immediately after the result is announced. RSA 40:4-b
34. Warrant articles will be taken up in order. Voters may change the order by majority vote. Final adjournment of the meeting may only occur after all articles have been acted upon. RSA 40:11

Day 1 – Public Zoom Meeting
HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT MEETING
Hollis Brookline Middle School, Hollis, NH
4 June 2020

Hollis Brookline Coop School Board

Holly Deurloo Babcock, Chair, Hollis
Tom Solon, Vice Chair, Brookline
Kate Stoll, Secretary, Brookline
Elizabeth Brown, Hollis
Cindy VanCoughnett, Hollis
Krista Whalen, Hollis
Beth Williams, Brookline

Hollis Brookline Coop Budget Committee

Darlene Mann, Chair, Hollis
Raul Blanche, Vice Chair, Hollis
Matt Maguire, Secretary, Brookline
Brian Rater, Brookline
David Blinn, Brookline
Tom Enright, Hollis
Lorin Rydstrom, Hollis
Cindy VanCoughnett- School Board Representative, Hollis

SAU #41 Administration

Andrew Corey, Superintendent
Gina Bergskaug, Assistant Superintendent
Bob Thompson, Assistant Superintendent
Kelly Seeley, Business Administrator
Rich Raymond, Network Administrator

Hollis Brookline High School

Richard Barnes, Principal
Robert Ouellette, Assistant Principal
Amanda Zeller, Assistant Principal
Lauren DiGennaro, Assistant Principal

Hollis Brookline Middle School

Timothy Girzone, Principal
Jennifer Campbell, Assistant Principal
Yolanda Flamino, Assistant Principal

Meeting Officials

Drew Mason, Moderator
James O'Shaughnessy, School District Counsel
Diane Leavitt, School District Clerk
Bob Thompson, Zoom Meeting Host

Due to the Covid-19 virus, and the current state of emergency as declared by the Governor's executive order issued March 13, 2020, the Hollis Brookline School District meeting was held with a Zoom meeting which was broadcasted live over the internet and television then followed two days later by a very successful drive-by voting event from 10am-3pm at the Hollis Brookline Cooperative Schools.

The zoom meeting, attended by approximately 150 people, was called to order at 6:43pm by the Moderator, Drew Mason at the Hollis Brookline Cooperative middle school library. The meeting was started with the Pledge of Allegiance.

Moderator, Drew Mason gave the zoom meeting instructions and format. Moderator introduced the School Board, Budget Committee, the SAU 41 and the school staff. Moderator introduced School District Clerk and School District Counsel.

Moderator talked about the upcoming elections in September and November.

Moderator went over the rules of the zoom meeting, because this is a zoom meeting there will be no amendments, motions, or other modifications to the rules or process of the meeting or to the Warrant Articles. No voting will be done at this meeting. People were allowed to ask questions about the rules of the meeting and were allowed two minutes maximum. The moderator went over why this meeting is an important one to have, and stressed the schools needed a budget before the June 30th deadline.

Moderator went over how the voting will happen during drive-by voting on Saturday, June 6, 2020. Brookline will vote at the Middle School and Hollis will vote at the High School. Moderator went over the procedures.

The Moderator explained that these are unprecedented times and explained that if the rules do not pass on Saturday's drive-by voting, then the meeting will have to be rescheduled. Moderator explained that the first question on the Ballot was a request to approve the rules which states the procedures for the entire annual meeting process. If the procedural rules did not pass by a simple majority vote, then all the votes on the other Articles will not be taken up and the Moderator would recess the meeting to a specific date, time and place.

Moderator opened the floor for public comments. Commenters must identify that they are registered voters in Hollis or Brookline, and provide their name, address, and town in the District.

Summary of comments:

Chris Hyde – Thanked the moderator for difficult times. Had questions about how to vote. Had concerns with publication and publicity with residents in town. Maybe code red for awareness for voting on Saturday. Also, concerned regarding petition articles, impediments for this year only, wanted some petitions to be left off. Superintendent, Andy Corey stated it not legal to take a petition article off the ballot.

Tom Gehan – Unprecedented times, thanked everyone for getting this meeting together. Concerned about moving forward this way. He would rather wait and vote in person. Voters need to comment on articles and offer amendments.

Jim Belanger – We are deliberative town; this is not deliberative.

Peter Agostino – Very appreciative of this process but he has concerns because this kind of meeting has no discussions allowed and he strongly urges the moderator to postpone this meeting until we are able to meet in person.

Tammy Fareed – Thanked the Moderator, School Board and School Staff for this meeting. Reminded folks that if there is no vote prior to June 30th what happens to staff contracts? Superintendent, Andy Corey stated that without a meeting and passing of the budget they would have to reduce staff, there is no budget after June 30th and no default budget.

Cindy Ryherd – Thanked the Moderator. We needed a meeting, thank you for doing this meeting.

Eric Pauer – If there was a close count, what will the recount process be? Moderator said that if the result is within 10% we will automatically recount that question on voting day. In addition, the voters retain their rights to later request a recount following the procedure in the RSAs. Eric Pauer says this is a good plan, we waited as long as we could and he thinks we should adopt the rules and let us move forward.

Discussions continued regarding pay freeze, what happens if budget does not get approved by June 30th. Some voters expressed postponing the meeting until the last day possible.

Tammy Fareed – Questioned discussions on rules, will the Moderator make space for questions other than the rules? Moderator stated that if the rules don't pass then we will have to have another meeting. Superintendent, Andy Corey, stated if no budget, we will have to have a meeting to discuss how to move forward.

Chris Hyde – With a meeting like this there is no way for amendments. He asked for a polling on what the School Board and Budget Committee's opinions on how they view the rules? Are there any legal ramifications to holding a meeting like this? School District Counsel, Jim O'Shaughnessy – These are unprecedented territories, no guidance on this with the State on how to proceed with an annual meeting or with the costs if this gets challenged and/or what a court would do with this. It will be what the voters vote on. Try and put this in perspective and try and get through this so that you have a contract.

Holly Deurloo Babcock, School Board – School Board made these decisions with the Moderator, not everyone was in agreement but they wanted to give voters a chance to vote and give them an opportunity to vote.

Rob Mann – Hollis School Board is hoping to open schools in the fall, and cannot move forward without a budget.

Kat McGee – The School Representatives did a good job coming up with a budget and we trust them, continuing to fund schools at a time of extreme disruptions and the emphasis is to keep the school funded so we can continue. Town meeting is not run as normal but this is a good compromise. In favor of passing the rules.

Comments received through e-mail:

Cindy LaCroix – Questioned whether it would be possible for the Boards/SAU/Voters to review the use of any remaining 2020 budget to carry the SAU operations for a period of time into the 2021 fiscal year, bridging the gap until such time that the 2021 budget can get approved?

Richard Gribble – Wanted to thank the Moderator for maintaining a very civil discussion and for all the work that went into developing and implementing a way to provide an opportunity to vote and provide budget monies to the school district. Moderator did an excellent job.

Kris Opalka – Appreciated all that has been worked out for the COOP annual meeting. Has anyone looked in having a deliberative meeting at the Milford drive-in? Presentations could be done on the big screen and sound system through the car. Perhaps a tent could be set up with a sound system so that people could ask questions, make amendments while keeping six feet apart? Give each registered voter a red and green placard for voting amendments not requiring a ballot vote. There are still 25 days until June 30th.

Diane Pauer – Troubled by the decision of the School Board and the Moderator to allow voters to print their own ballots for the drive-by voting. It is undeniable that such an allowance is an opportunity for fraud and error. Both towns have operable voting machines to process formal machine-readable ballots.

Eric Pauer – Concerned about the limited hours established for voting. Voting was open 10am-3pm on Saturday, without early morning hours or evening hours for those who work. Concerned also about the print at home ballots, and not using the machine-readable ballots. Concerned about hand counting ballot will be labor intensive because some might have draft on them and instead of two pages the pages were duplexed.

Lynne Duval – Is there a way to mail in or email ballots?

Public comment section on Zoom ended at 8:04pm.

Meeting recessed at 8:10pm to reconvene at 10am on Saturday, June 6, 2020 at the High School and Middle School complex for drive-by voting.

Day 2 – Drive-By Voting and Results
HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT MEETING
Hollis Brookline High School, Hollis, NH
6 June 2020

Voting took place on Saturday, June 6, 2020 starting at 10:00am – 3:00pm. For traffic control reasons voting for Hollis took place at the high school and voting for Brookline took place at the middle school. Voters were required to remain in their vehicle. At the first stop, voters showed identification to a ballot clerk and were checked in. Face coverings were required if they were outside the vehicle. Registered voters then drove to the second tent where they gave their ballot to a school board member or the assistant and it was placed in a sealed box.

Voting closed at 3:00pm, and ballots were taken to the multi-purpose room in the Middle School to be counted by the Moderator and other election officials. The counting session was broadcast live via live-stream and through the local access TV channels for each town. At the conclusion of the counting and recounting, the Moderator announced the results to inform the citizens.

Results as follows:

To adopt the rules of the meeting.

YES – 1262 NO – 115 CARRIED by ballot vote.

Article 1. To see if the school district will vote to approve the cost items for the third year of a three-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Support Staff Association for the 2018-19, 2019-20 and 2020-21 school years, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

Fiscal Year	Estimated Increase
2020-21	\$81,139

and further to raise and appropriate a sum of **\$81,139** for the third fiscal year (2020-21 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. The school board recommends this appropriation (5-0-0). The budget committee recommends this appropriation (8-0-0).

YES – 1019 NO – 367 CARRIED by ballot vote.

Article 2. Shall we adopt the provisions of RSA 40:13 (known as SB2) to allow official ballot voting on all issues before the Hollis Brookline Cooperative School District on the second Tuesday of March? Submitted by Citizen Petition. The school board does not recommend this article (0-7-0). The budget committee does not recommend this article (0-8-0).

YES – 593 NO – 788 NOT CARRIED by 3/5 ballot vote.

Article 3. Shall we adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the governing body (or budget committee) shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than 2%? Submitted by Citizen Petition. The school board does not recommend this article (0-7-0). The budget committee does not recommend this article (0-8-0).

YES – 542 NO – 836 NOT CARRIED by ballot vote.

Article 4. To see if the school district will vote to raise and appropriate a sum of **\$23,499,072** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. The school board recommends this appropriation (5-0-0). The budget committee recommends this appropriation (8-0-0).

YES – 994 NO – 389 CARRIED by a ballot vote.

Article 5. Shall the District vote to raise and appropriate the sum of **\$910,255** as the Hollis Brookline Cooperative School District's portion of the SAU budget of **\$1,807,100** for the forthcoming fiscal year? This year's adjusted budget of **\$1,718,104** with **\$877,075** assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. The school board recommends this appropriation (5-0-0). The budget committee recommends this appropriation (8-0-0).

YES – 919 NO – 456 CARRIED by a ballot vote.

Article 6. To see if the school district will vote to raise and appropriate up to the sum of **\$67,000** to be added to the previously established Athletic Program and Services Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2020 unassigned fund balance, available on July 1, 2020. The school board recommends this appropriation (5-0-0). The budget committee recommends this appropriation (8-0-0).

YES – 970 NO – 403 CARRIED by a ballot vote.

Article 7. To see if the school district will vote to raise and appropriate up to the sum of **\$200,000** to be added to the previously established School Building and Facilities Maintenance Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2020 unassigned fund balance, available on July 1, 2020. The school board recommends this appropriation (3-2-0). The budget committee recommends this appropriation (8-0-0).

YES – 882 NO – 487 CARRIED by a ballot vote.

Article 8. To see if the Hollis Brookline Cooperative School District will vote to raise and appropriate up to the sum of **\$25,000** to come from the June 30, 2020 unassigned fund balance available for transfer on July 1, 2020 to be added to the previously established Special Education Expendable Trust Fund. No amount to be raised from taxation. The school board recommends this appropriation (5-0-0). The budget committee recommends this appropriation (8-0-0).

YES – 1035 NO – 341 CARRIED by a ballot vote.

Article 9. To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate up to **\$100,000** to go into the fund. This sum to come from the unassigned fund balance available on July 1, 2020, and no amount to be raised from taxation. Any appropriation left at the end of the year will lapse to the general fund. The school board recommends this appropriation (5-0-0). The budget committee recommends this appropriation (7-1-0).

YES – 940 NO – 440 CARRIED by a ballot vote.

Article 10. To see if the school district will authorize the Hollis Brookline Cooperative School Board to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. The school board recommends this article (5-0-0).

YES – 1253 NO – 126 CARRIED by a ballot vote.

Article 11. To transact any other business which may legally come before said meeting.


Voters through the checklist: Brookline – 579 Hollis – 810 TOTAL - 1389

SAU Operating Budget Vote:

Brookline School District:	YES – 597	NO – 360
Hollis School District:	YES – 36	NO – 26
Hollis Brookline Coop	YES – 919	NO – 459

Total: **YES – 1552 NO – 842 CARRIED** by ballot votes.

Respectfully submitted,



Diane Leavitt
Hollis Brookline Cooperative School District Clerk

SPECIAL DISTRICT MEETING MINUTES
Hollis Brookline Cooperative School District
Hollis Brookline High School, Hollis, NH

29 January 2020

Hollis Brookline Coop School Board

Holly Deurloo Babcock, Chair
Tom Solon, Vice Chair
Cindy Van Coughnett
Beth Williams, Secretary
Elizabeth Brown
Melanie Levesque
Krista Whalen

Drew Mason, Moderator
James O'Shaughnessy, District Counsel
Diane Leavitt, District Clerk

Hollis Brookline Coop Budget Committee

Darlene Mann, Chair
Raul Blanche
Brian Rater
David Blinn
Tom Enright
Lorin Rydstrom
James Solinas
Cindy Van Coughnett-School Board Representative

SAU #41 Administration

Andrew Corey, Superintendent
Gina Bergskaug, Assistant Superintendent
Kelly Seeley, Business Administrator

Hollis Brookline High School

Richard Barnes, Principal
Robert Ouellette, Assistant Principal
Amanda Zeller, Assistant Principal
Lauren DiGennaro, Assistant Principal

Hollis Brookline Middle School

Timothy Girzone, Principal
Yolanda Flamino, Assistant Principal
Jennifer Campbell, Assistant Principal

The meeting was called to order at 6:30pm by the Moderator, Drew Mason at the Hollis Brookline Cooperative High School gymnasium. The meeting was started with the Pledge of Allegiance. National Anthem was sung by the members of the Hollis Brookline Honors choir. Moderator recognized all veterans and serving members of our armed forces.

Holly Deurloo Babcock, School Board chair introduced the School Board. SAU 41 Superintendent, Andy Corey introduced the SAU and the school staff. Moderator introduced School District Council, James O'Shaughnessy and School District Clerk, Diane Leavitt. Moderator recognized the Ballot Clerks, Supervisors of the Checklist, assistants and volunteer counters on the floor.

Moderator went over calendar of meetings and upcoming elections. Moderator went over the rules of the meeting, overview of the warrant and time schedule. Moderator Mason motioned to adopt the rules of the meeting. Seconded by Holly Deurloo Babcock. No discussions. Moderator brought adopting rules of the meeting to a vote. **CARRIED** by a card vote.

ARTICLE 1: To see if the school district will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District as follows:

Article 5:

The operating expenses, excluding principal and interest payments on bonds, of the Hollis Brookline Cooperative School District, payable in each fiscal year, shall be apportioned based on Average Daily Membership (ADM) and Equalized Valuation (EV) according to the table below:

<u>ADM Weight</u>	<u>EV Weight</u>
95%	5%

The expenses related to principal and interest of bonds (current and future), of the Hollis Brookline Cooperative School District, payable in each fiscal year, shall be apportioned based on Average Daily Membership (ADM) and Equalized Valuation (EV) according to the table below:

<u>ADM Weight</u>	<u>EV Weight</u>
0%	100%

Amendment Adds:*After the calculations are made as set forth above, an additional amount of \$1 will be assessed to Hollis prior to apportionment.*

Holly Deurloo Babcock motioned to bring Article 1 to the floor. Seconded by Krista Whalen. Tom Solon, School Board gave a presentation. Holly Deurloo Babcock, School Board gave a presentation.

Tom Gehan motioned to amend Article 1. Seconded by Mike Harris. Tom Gehan gave a presentation.

ARTICLE 1: To see if the school district will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District as follows:

Article 5:

The operating expenses of the Hollis Brookline Cooperative School District, payable in each fiscal year, shall be apportioned based on one-hundredth (100%) on Average Daily Membership (ADM).

Discussions ensued. Joanne Logger motioned to end debate. Seconded by David Sacks. Moderator brought motion to a vote. **CARRIED** by 2/3 card vote. Moderator brought motion to amend Article 1 to a vote. **NOT CARRIED** by a card vote.

Paul D'Agostino motioned to amend Article 1. Seconded by Peter Walker.

ARTICLE 1: To see if the school district will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District as follows:

Article 5:

The operating expenses, excluding principal and interest payments on bonds, of the Hollis Brookline Cooperative School District, payable in each fiscal year, shall be apportioned based on Average Daily Membership (ADM) and Equalized Valuation (EV) according to the table below:

<u>ADM Weight</u>	<u>EV Weight</u>
70%	30%

The expenses related to principal and interest of bonds (current and future), of the Hollis Brookline Cooperative School District, payable in each fiscal year, shall be apportioned based on Average Daily Membership (ADM) and Equalized Valuation (EV) according to the table below:

<u>ADM Weight</u>	<u>EV Weight</u>
0%	100%

Amendment Adds:

After the calculations are made as set forth above, an additional amount of \$1 will be assessed to Hollis prior to apportionment.

Discussions ensued. Karen Bridgeo motioned to end debate. Seconded by Mike Harris. Moderator brought motion to a vote. **CARRIED** by 2/3 card vote.
Moderator brought motion to amend Article 1 to a vote. **NOT CARRIED** by a card vote.
Chris Hyde motioned to move the question and end debate. Seconded by David Sacks. Moderator brought motion to a vote. **CARRIED** by a 2/3 card vote.

David Sacks motioned to change the rules of ballot voting from 90 minutes to 60 minutes. Seconded by Mike Harris. Moderator brought motion to a vote. **361 - YES 121 - NO CARRIED** by 2/3 card vote.

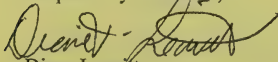
Moderator brought Article 1 to a secret ballot vote. Polls opened for 60 minutes. Moderator thanked everyone. **CARRIED** by secret ballot vote. **YES - 469 NO - 180**
2 spoiled votes. Total voters - 651

Darlene Mann motioned to dissolve the meeting. Seconded by Chris Hyde. Moderator brought motion to a vote. **CARRIED** by 2/3 card vote.

Meeting ended at 9:50pm

Voters through the checklist: Brookline - 218, Hollis - 438, total registered voters attending 656.

Respectfully submitted,



Diane Leavitt,

Hollis Brookline Cooperative School District Clerk

Hollis Brookline Cooperative School District Budget Committee

Introduction

The Cooperative Budget Committee operates under Municipal Budget Law (NH RSA 32) in support of the Hollis Brookline Cooperative School District (HBCSD). NH RSA 32 governs HBCSD by outlining and “establish[ing] uniformity in the manner of appropriating and spending public funds” which provides consistency for budget committees with responsibility for “assisting its voters in the prudent appropriation of funds” (NH RSA 32:1). Under this statute, the HBCSD Budget Committee retains the statutory obligation and responsibility for developing the budget for HBCSD which is comprised of the Hollis Brookline Middle School (HBMS) and Hollis Brookline High School (HBHS). The Budget Committee established to support HBCSD is comprised of eight members--four elected members representing the town of Hollis, three elected members representing the town of Brookline, and one member appointed by the Hollis Brookline Cooperative School Board--and meets monthly. Community members have an opportunity at monthly meetings to voice concerns and considerations to the Budget Committee. The annual vote at the District Meeting is the opportunity for the legislative body to approve the final funding level for HBCSD and the resulting impact to individual taxes.

Approach

The Budget Committee supports a budget that upholds the educational and strategic goals of HBCSD and responsibly considers the impact to the towns that comprise the Cooperative (COOP). Articulating budget guidance early in the budget process enables the SAU41 administration to gauge budget impacts within the framework of its Strategic Plan. The Budget Committee works with the SAU administration, the administration of both schools, and the School Board to understand the components and financial impacts of the budget under development that is presented at the annual district meeting for the consideration of the legislative body. Throughout the budgeting process, the Budget Committee evaluates prior year(s) performance and trends against projected costs. The Budget Committee sincerely appreciates the collaborative efforts of the School Board and administrators of HBCSD and SAU41 to comprehensively address our collective inquiries with information that enables data driven analysis and fact based discussion which are both critical to a successful budget process.

Student Enrollment Trends

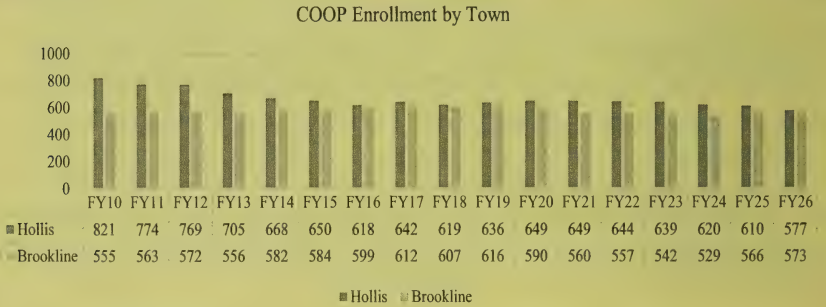
Since FY10, HBCSD has managed its programs, resources, and facilities while experiencing a net decline in enrollment from 1376 to 1209. Reported district enrollment for FY21 of 1209 represents a 2.4% decrease from the prior year.

COOP Student Enrollment



Student enrollment data based on NESDEC reports of historic and future enrollment.

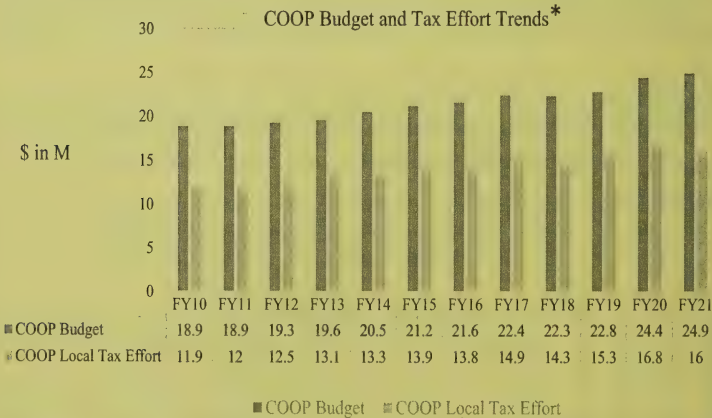
By town, the student population trend reflects a relatively even distribution of students between Hollis and Brookline from FY16 through FY19. For the current school year (FY21), the enrollment distribution is 53.7% of students from Hollis and 46.3% of students from Brookline. Projections through FY26 indicate a diverging student population between Hollis and Brookline until FY26 when an even distribution is projected.



Student enrollment data based on NESDEC reporting of historic and future enrollment.

Budget Highlights

FY21 Budget Summary: As approved by the legislative body in June 2020, the \$24.9M HBCSD budget represents a 1.9% increase from the prior year with the approval of articles for the Operating and SAU budgets, the HESSA contract for support staff, and contingency/expendable trusts. Once district revenue and state aid by town have been considered, the resulting tax effort was 64% of the approved FY21 COOP budget which is raised through the local tax rate. Netting for the impacts of district revenue and state aid for each town resulted in a net local tax assessment of \$9.1M for Hollis and \$6.9M for Brookline.



*Nominal \$ terms not adjusted for inflation. Source: NH DRA

After consideration of the COOP portion of the Statewide Education Property Tax (SWEPT) levied by the state and payable by each community, Hollis’ total COOP tax commitment is \$10.5M and Brookline’s total COOP tax commitment is \$7.6M.

Staff Salaries and Benefits: The HEA agreement for the professional staff was approved in the FY19 budget as a “sanbornized” (approved for the full three year period) agreement. As such, a separate article for HEA was not voted on in the FY21 budget. HEA contract costs were included as part of the operating budget. The third year of the contract for support staff (HESSA) was approved in June 2020 and addressed elements for salaries and benefits, as well as other non-financial contract elements.

New Hampshire Retirement System (NHRS): Rates for NHRS contributions are mandated by the state and set in two year increments. NHRS rate changes went into effect with the FY20 budget and remained at the same levels for FY21. In total, NHRS expenses represent 7%, or \$1.8M, of the total budget. For the FY20-FY21 period, employer contribution rates increased by 2.5% to 17.8% for professional staff and decreased by 1.8% to 11.17% for support staff.

Student Services: These costs comprise 20% of the HBCSD budget. The current programs in Student Services continue to require careful fiscal management as student needs evolve. While some costs are reimbursed through Special Education Aid, the aid does not meet 100% of identified costs. Additionally, revised state requirements have increased qualification thresholds which increases costs to the district through limits on the amount which may be considered for reimbursement.

Debt Service: Current annual debt service for HBCSD stands at approximately \$800K annually for the HBMS renovation (payments continue through FY25) and the HBHS turf field (payments continue through FY29).

Other Items: While the aforementioned items comprise approximately 75% of the HBCSD budget, the remaining 25% addresses costs for all other budget items including, but not limited to, educational and athletic programs, security, building maintenance, and transportation. Over time, these remaining areas of the budget absorb both increases and decreases in an attempt to minimize impacts to the resulting final budget.

Apportionment Formula: The approved budget less COOP revenue and credits is apportioned between the two communities and reduced by each town’s state aid to determine the amount to be assessed in taxes as a portion of each town’s local tax rate. The current apportionment formula on expenses to be apportioned is 95% ADM/5% Equalized Value (EV) for non-capital expenses, 100% EV for capital expenses, with an additional dollar paid by Hollis as a result of a new formula approved in January 2020. Capital expenses represented 3.7% of the expenses to be apportioned.

FY21 Apportionment Distribution	FY20 ADM	2019 EV	Net Apportionment*	Final Distribution**
Hollis	51.5%	68.9%	52.8%	56.8%
Brookline	48.5%	31.1%	47.2%	43.2%

Source: NH DOE FY21 Cooperative District Apportionment Summary (October, 2020)

*Net Apportionment calculated before application of state aid

**Calculated after state aid

For the FY22 budget cycle, the legislative body will be asked to vote on the COOP Operating and SAU budgets, the contracts for professional and support staff, and funding of trusts. No bond initiatives will be considered for the upcoming fiscal year.

Respectfully Submitted,

Darlene Mann - Chair, HBCSD Budget Committee

EXHIBIT 5
HOLLIS-BROOKLINE COOPERATIVE
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Fiscal Year Ended June 30, 2020

	Special Revenue Funds			Capital Project Fund	Permanent Fund	Other Governmental Funds	Total Governmental Funds
	General	Food Service	Grants				
REVENUES							
School district assessment	\$ 16,833,675	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,833,675
Other local	129,373	324,153	-	4,178	14,426	499,283	971,413
State	6,176,358	4,255	-	-	-	-	6,180,613
Federal	22,849	55,003	294,037	-	-	-	371,889
Total revenues	<u>23,162,255</u>	<u>383,411</u>	<u>294,037</u>	<u>4,178</u>	<u>14,426</u>	<u>499,283</u>	<u>24,357,590</u>
EXPENDITURES							
Current:							
Instruction	9,867,552	-	284,817	-	-	477,216	10,629,585
Support services:							
Student	1,680,593	-	5,970	-	-	-	1,686,563
Instructional staff	560,372	-	3,250	-	-	-	564,122
General administration	132,588	-	-	-	-	-	132,588
Executive administration	878,364	-	-	-	-	-	878,364
School administration	983,370	-	-	-	-	-	983,370
Business	-	-	-	-	-	-	-
Operation and maintenance of plant	1,313,667	-	-	-	-	-	1,313,667
Student transportation	929,200	-	-	-	-	-	929,200
Other	4,862,329	-	-	-	-	-	4,862,329
Non-instructional services	-	337,893	-	-	-	1,026	338,919
Debt service:							
Principal	637,798	-	-	-	-	-	637,798
Interest	176,288	-	-	-	-	-	176,288
Facilities acquisition and construction	184,719	-	-	1,491,999	-	-	1,676,718
Total expenditures	<u>22,207,340</u>	<u>337,893</u>	<u>294,037</u>	<u>1,491,999</u>	<u>-</u>	<u>478,242</u>	<u>24,809,511</u>
Excess (deficiency) of revenues over (under) expenditures	<u>954,915</u>	<u>45,518</u>	<u>-</u>	<u>(1,487,821)</u>	<u>14,426</u>	<u>21,041</u>	<u>(451,921)</u>
Other financing sources (uses):							
Transfers in	7,486	-	-	-	-	1,297	8,783
Transfers out	-	-	-	-	(8,783)	-	(8,783)
Capital lease inception	53,992	-	-	-	-	-	53,992
Total other financing sources and uses:	<u>61,478</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(8,783)</u>	<u>1,297</u>	<u>53,992</u>
Net change in fund balances	1,016,393	45,518	-	(1,487,821)	5,643	22,338	(397,929)
Fund balances, beginning	1,281,486	143,086	-	1,590,048	461,776	280,721	3,757,117
Fund balances, ending	<u>\$ 2,297,879</u>	<u>\$ 188,604</u>	<u>\$ -</u>	<u>\$ 102,227</u>	<u>\$ 467,419</u>	<u>\$ 303,059</u>	<u>\$ 3,359,188</u>

EXHIBIT 3
HOLLIS-BROOKLINE COOPERATIVE
Balance Sheet
Governmental Funds
June 30, 2020

	Special Revenue Funds			Capital Project Fund	Permanent Fund	Other Governmental Funds	Total Governmental Funds
	General	Food Service	Grants				
ASSETS							
Cash and cash equivalents	\$ 1,894,564	\$ 208,535	\$ -	\$ 141,616	\$ -	\$ 201,589	\$ 2,446,304
Receivables, net of allowance for uncollectibles:							
Accounts	547	-	-	-	-	105,027	105,574
Intergovernmental	496,017	5,681	107,911	-	467,419	-	1,077,028
Interfund receivable	44,108	-	-	-	-	-	44,108
Inventory	-	23,064	-	-	-	-	23,064
Prepaid items	49,785	-	-	-	-	-	49,785
Total assets	<u>\$ 2,485,021</u>	<u>\$ 237,280</u>	<u>\$ 107,911</u>	<u>\$ 141,616</u>	<u>\$ 467,419</u>	<u>\$ 306,616</u>	<u>\$ 3,745,863</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES							
Liabilities:							
Accounts payable	\$ 111,423	\$ 431	\$ 60,803	\$ 39,389	\$ -	\$ 3,557	\$ 215,603
Accrued salaries and benefits	36,127	-	-	-	-	-	36,127
Intergovernmental payable	39,592	669	3,000	-	-	-	43,261
Interfund payable	-	-	44,108	-	-	-	44,108
Total liabilities	<u>187,142</u>	<u>1,100</u>	<u>107,911</u>	<u>39,389</u>	<u>-</u>	<u>3,557</u>	<u>339,099</u>
Deferred inflows of resources:							
Deferred revenue	-	47,576	-	-	-	-	47,576
Fund balances:							
Nonspendable	49,785	23,064	-	-	323,920	-	396,769
Restricted	-	-	-	102,227	143,499	-	245,726
Committed	612,275	165,540	-	-	-	303,059	1,080,874
Assigned	226,253	-	-	-	-	-	226,253
Unassigned	1,409,566	-	-	-	-	-	1,409,566
Total fund balances	<u>2,297,879</u>	<u>188,604</u>	<u>-</u>	<u>102,227</u>	<u>467,419</u>	<u>303,059</u>	<u>3,359,188</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 2,485,021</u>	<u>\$ 237,280</u>	<u>\$ 107,911</u>	<u>\$ 141,616</u>	<u>\$ 467,419</u>	<u>\$ 306,616</u>	<u>\$ 3,745,863</u>

**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT
ACTUAL EXPENDITURES FOR SPECIAL EDUCATION PROGRAMS AND SERVICES
PER RSA 32:11a**

EXPENSES:	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
SALARIES	2,059,164	2,302,725	2,302,457
BENEFITS	421,177	1,003,567	1,044,530
CONTRACTED SERVICES	730,360	343,339	1,105,164
TRANSPORTATION	338,543	349,219	232,382
TUITION	1,141,214	1,200,949	845,945
SUPPLIES	92,643	48,992	72,531
EQUIPMENT	31,752	11,551	27,402
OTHER	1,355	3,375	4,734
SUBTOTAL	<u>4,816,208</u>	<u>5,263,717</u>	<u>5,635,145</u>
REVENUE:			
SPECIAL EDUCATION AID	577,615	586,177	587,202
MEDICAID DISTRIBUTION	149,429	78,123	22,849
IDEA	240,594	207,124	257,707
SUBTOTAL	<u>967,638</u>	<u>871,424</u>	<u>867,758</u>
NET COST FOR SPECIAL EDUCATION	<u><u>3,848,570</u></u>	<u><u>4,392,293</u></u>	<u><u>4,767,387</u></u>

Hollis Brookline Cooperative School District Budget

FY22 Proposed Budget Summary

	FY20 Budget	FY21 Budget	FY22 Proposed Budget	FY22 vs FY21 \$ Diff	FY22 vs FY21 % Diff
General Fund					
1100 Regular Education Programs Teacher salaries, textbooks, substitutes, supplies	\$ 5,938,648	\$ 6,281,130	\$ 6,247,979	\$ (33,150)	-0.53%
1200 Special Education Programs Teacher salaries, aides, textbooks, evaluations, supplies and items specific to special education services	\$ 3,805,162	\$ 3,461,837	\$ 3,832,309	\$ 370,473	10.70%
1300 Vocational Education Vocational tuition	\$ 40,000	\$ 30,000	\$ 28,000	\$ (2,000)	-6.67%
1400 Co-Curricular Programs Interscholastics, intramurals, student activities	\$ 830,868	\$ 855,470	\$ 899,273	\$ 43,804	5.12%
2100 Student Support Services Guidance, health and nurses	\$ 1,456,720	\$ 1,589,010	\$ 1,659,394	\$ 70,384	4.43%
2200 Instructional Support Services Library salaries, supplies, technology and professional development	\$ 664,107	\$ 791,776	\$ 726,613	\$ (65,163)	-8.23%
2300 School Board Treasurer, SB stipends, SB minutes, legal and audit	\$ 170,559	\$ 166,300	\$ 185,250	\$ 18,950	11.40%
2310 SAU Assessment BSD Portion of the SAU budget	\$ 878,364	\$ 910,255	\$ 997,899	\$ 87,644	9.63%
2400 School Administrative Services Principal salaries, office staff, office equipment	\$ 1,075,529	\$ 1,100,022	\$ 1,116,753	\$ 16,731	1.52%
2600 Facilities & Maintenance Custodial salaries, electricity, heating oil, water, trash, liability premiums, building maintenance	\$ 1,307,569	\$ 1,551,511	\$ 1,481,326	\$ (70,185)	-4.52%
2700 Student Transportation Bus contract and fuel	\$ 1,273,553	\$ 1,199,736	\$ 1,293,341	\$ 93,605	7.80%
2900 Benefits Health, dental, NHRS, FICA, worker's comp, unemployment, life and LTD	\$ 5,227,980	\$ 5,183,192	\$ 5,678,219	\$ 495,027	9.55%
4600 Building Improvements Roof replacements, Science Lab, Etc Robotics Warrant Article	\$ 39,564 \$ 98,832	\$ -	\$ -	\$ -	#DIV/0!
5100 Debt Service	\$ 799,664	\$ 810,228	\$ 797,300	\$ (12,928)	-1.60%
5200 Expendable Fund Transfers Maintenance Athletic Special Education	\$ 75,000 \$ 67,000 \$ 25,000	\$ 200,000 \$ 67,000 \$ 25,000	\$ 115,000 \$ 50,000 -	\$ (85,000) \$ (25,000)	-42.50%
Total General Fund	\$ 23,774,119	\$ 24,222,466	\$ 25,108,657	\$ 903,190	3.73%
Food Service Fund	\$ 394,000	\$ 400,000	\$ 400,000	\$ -	
Grant Fund	\$ 260,000	\$ 260,000	\$ 260,000	\$ -	
Total General Fund	\$ 24,428,119	\$ 24,882,466	\$ 25,768,657	\$ 903,190	3.63%*

Hollis Brookline Cooperative School District Budget

FY22 Revenue Estimate

Item	FY20 Budget	FY21 Budget	FY22 Estimate	FY22vsFY21 Change
Expenditures				
General Fund Expenditures	\$ 23,774,119	\$ 24,222,466	\$ 25,108,657	\$ 886,190
Grant and Food Service	\$ 654,000	\$ 660,000	\$ 660,000	\$ -
Budgeted Expenditures (All Funds)	\$ 24,428,119	\$ 24,882,466	\$ 25,768,657	\$ 886,190
Revenue				
Unreserved Fund Balance	\$ 756,770	\$ 1,517,088	\$ 465,000	\$ (1,052,088)
State Revenue				
School Building	\$ 191,362	\$ 199,362	\$ 209,362	\$ 10,000
Special Education Aid	\$ 496,264	\$ 371,639	\$ 300,000	\$ (71,639)
Vocational Aid	\$ 5,364	\$ 5,000	\$ 5,000	\$ -
Child Nutrition	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
Other	\$ -	\$ -	\$ -	\$ -
Total State Revenue	\$ 695,990	\$ 579,001	\$ 517,362	\$ (61,639)
Federal Revenue				
Federal Grant Programs	\$ 25,000	\$ 25,000	\$ 30,000	\$ 5,000
Disabilities Programs	\$ 235,000	\$ 235,000	\$ 230,000	\$ (5,000)
Medicaid	\$ -	\$ -	\$ 5,000	\$ 5,000
Child Nutrition	\$ 38,000	\$ 38,000	\$ 38,000	\$ -
Total Federal Revenue	\$ 298,000	\$ 298,000	\$ 303,000	\$ 5,000
Local Revenue				
Tuition	\$ 10,000	\$ 24,000	\$ 15,000	\$ (9,000)
Interest Income	\$ 4,500	\$ 8,000	\$ 4,500	\$ (3,500)
Food Service	\$ 353,000	\$ 359,000	\$ 359,000	\$ -
Other	\$ 85,000	\$ 82,000	\$ 100,000	\$ 18,000
Total Local Revenue	\$ 452,500	\$ 473,000	\$ 478,500	\$ 5,500
Appropriation				
Budgeted Expenditures (All Funds)	\$ 24,428,119	\$ 24,882,466	\$ 25,768,657	\$ 886,190
Less Unreserved Fund Balance	\$ 756,770	\$ 1,517,088	\$ 465,000	\$ (1,052,088)
Less State Revenue	\$ 695,990	\$ 579,001	\$ 517,362	\$ (61,639)
Less Federal Revenue	\$ 298,000	\$ 298,000	\$ 303,000	\$ 5,000
Less Local Revenue	\$ 452,500	\$ 473,000	\$ 478,500	\$ 5,500
Total Appropriation	\$ 22,224,859	\$ 22,015,377	\$ 24,004,795	\$ 1,989,417
School District Tax Assessment				
Total Appropriation	\$ 22,224,859	\$ 22,015,377	\$ 24,004,795	\$ 1,989,417
Less Adequacy Aid	\$ 3,312,014	\$ 3,939,422	\$ 3,184,838	\$ (754,583)
Less Retained Tax	\$ 2,078,673	\$ 2,048,927	\$ 2,062,434	\$ 13,507
H-B Coop School District Tax Assessment	\$ 16,834,172	\$ 16,027,028	\$ 18,757,522	\$ 2,730,494
Apportionment				
Brookline	48.0%	47.6%	43.4%	
Hollis	52.0%	52.4%	56.6%	
Brookline Portion				
Brookline Portion of Total Appropriation	\$ 10,538,950	\$ 10,379,465	\$ 10,852,041	
Less Adequacy Aid-Brookline Portion	\$ 2,214,531	\$ 2,806,710	\$ 2,078,114	
Less Retained Tax-Brookline Portion	\$ 682,809	\$ 657,877	\$ 635,878	
Local Tax Effort - Brookline Portion	\$ 7,641,610	\$ 6,914,878	\$ 8,138,049	
Estimated Tax Impact			*1.1567% increase	
Local Assessed Valuation - with Utilities	\$ 660,620,270	\$ 670,989,733	\$ 681,054,579	\$ 10,064,846 *
Local Assessed Valuation - less Utilities	\$ 650,362,670	\$ 660,479,533	\$ 670,386,726	\$ 9,907,193 *
State Property Tax Rate (per \$1,000)	1.05	1.00	0.95	(0.05)
Local Education Tax Rate (per \$1,000)	11.56	10.31	11.95	1.64
Total Brookline-Coop Tax Rate	\$ 12.61	\$ 11.30	\$ 12.90	\$ 1.60

Hollis Brookline Cooperative School District

Debt Schedule

as of 6/30/2020

	<u>HBMS Renovations</u>	<u>HBHS Turf Field</u>
Length of Debt (years)	20	10
Date of Issue	8/2004	7/2020
Date of Final Payment	8/2024	8/2028
Original Debt	\$7,703,400	\$1,660,000
Interest Rate	4.54%	3.80%
Principal at Beginning of Year	\$3,150,000	\$1,660,000
Retired Issues this Year	\$465,000	\$158,406
Remaining Principal Balance Due	\$2,685,000	\$1,501,594
Remaining Interest Balance Due	\$295,090	\$304,113
Remaining Debt	\$2,980,090	\$1,805,707
Amount of Principal to be Paid Next Fiscal Year	\$485,000	\$142,623
Amount of Interest to be Paid Next Fiscal Year	\$109,966	\$58,012
Total to be Paid Next Fiscal Year	\$594,966	\$200,634

**Annual Report
2020-2021
Hollis Brookline Middle School**

Hollis Brookline Middle School is a safe and caring learning environment that focuses on a well-rounded approach to educating the whole child. Despite the enormous challenges that we face during the Covid '19 Pandemic, our staff remains committed to developing the intellectual, physical, social and emotional skills of all of our students.

While many schools and districts throughout the state and country have opted for hybrid or strictly remote learning models, our staff has remained committed to offering students in-person or remote learning options this year. With a tremendous amount of planning and adapting to new norms, our staff has developed the strategies to safely teach both in-person and remote students synchronously with a great deal of success. Approximately 80% of our students opted for five days per week, in-person learning while approximately 20% of our students accessed their education by synchronously following their class schedule remotely from home.

In addition to our Remote Learning and In-Person academic offerings, our students have had access to a number of in-person and remote extracurricular offerings this year as well. We had a record number of participants in our fall intramural athletics program which included Cross Country, Girls Volleyball, Field Hockey and Boys and Girls Soccer. We have also successfully and safely been able to offer some indoor intramural winter sports including Girls and Boys Basketball. Some other club offerings this year include Student Council, Art Club, Jazz Band, Unknights for All, and Drama Club.

Hollis Brookline Middle School provides a comprehensive academic program that aims to prepare students with the skills necessary to be successful students and ultimately contributing members of their communities. HBMS once again offered all 8th grade students (both Remote and In-Person) the PSAT 8/9, which is the first in the College Board's SAT Suite of Assessments. The PSAT 8/9 is used as a universal screening tool that, along with other pieces of student achievement data, provides feedback to teachers and administration to continuously revise and improve our academic programming.

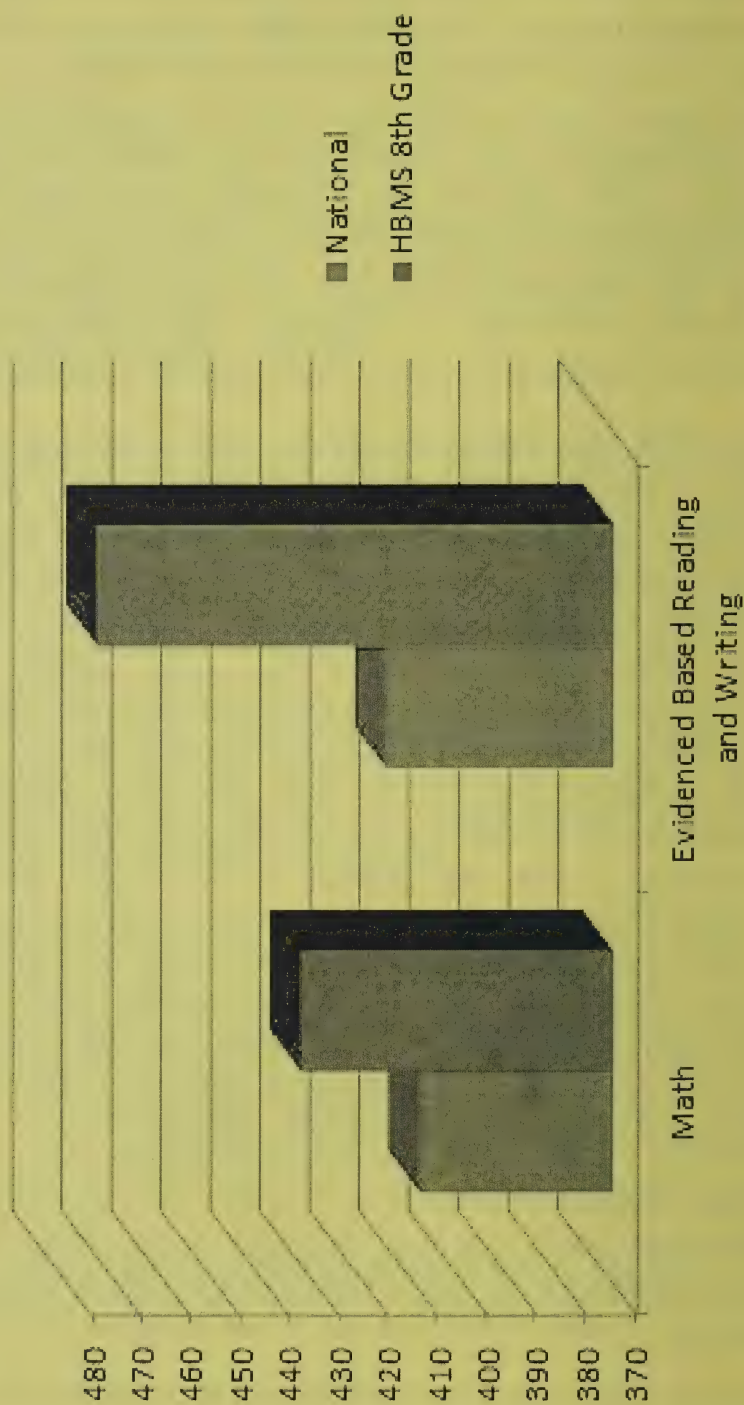
Hollis Brookline Middle School is a thriving learning community with a commitment to providing a well-rounded educational experience to all our students. Never before has our community been faced with as many challenges to accomplish this task as we have with the Covid'19 Pandemic. With these challenges, our community has shown an even greater resolve, perseverance and adaptability to changes at a moment's notice. Our school nurse has provided our students, families and staff with pertinent and up to date information regarding the pandemic to ensure we are all practicing the most current guidelines. We are grateful to our PTSA who remain collaborative members of our school team and help build strong home-school connections. We also remain very proud of our strong connections with community partners such as Rotary Club and our local VFW who we once again partnered with for a (virtual) Veterans Day celebration and who take an active interest in supporting our work with students.

Respectfully submitted,

Tim Girzone, Principal Hollis Brookline Middle School
Yolanda Flamino, Assistant Principal Hollis Brookline Middle School

Jennifer Campbell, Assistant Principal for Student Services

Fall 2020 PSAT 8/9 Scores Class of 2025



Hollis Brookline High School Town Report 2020

In 2020, U.S News and World Report once again ranked Hollis-Brookline High School among the best schools in New Hampshire! We are proud of this award and view it as an accurate representation of the tremendous effort of staff throughout SAU #41. Each year we focus on building upon our culture of excellence in the effort to offer the best 21st century education that will enable our students to meet the demands of a highly skilled and competitive workforce. In 2020, the world was divided into two: everything before COVID and everything that came after. Our continued track record of achievement highlighted in this report was second only to the impressive resilience demonstrated by our staff, students, and families in the face of difficult circumstances as together, we chartered the unknown.

The focus for 2020 quickly became on how to maintain academic excellence while supporting the social and emotional needs of our students as we tackled every obstacle brought on by the pandemic. In terms of best practices, we were honored to have Dr. Dawn Breault recognized as the Extended Learning Coordinator of the year for the state of New Hampshire. This award is indicative of the high caliber of staff available to our students.

We take great pride in the academic successes of our students. HBHS students excel in many areas. In 2020, fifty-eight new members were inducted into the HBHS National Honor Society. Our SAT, ACT, and AP test scores continue to be among the most competitive in the state. HBHS also has a fine tradition of seniors entering the military after graduation. In 2020, the following eight seniors entered the military: Elise Dinbergs (Army ROTC), Nate Sartell (Army ROTC), Victoria Harris (Army ROTC), Emma Burbridge (Army Reserves), Simon Hemenway (US Air Force) Meghan Peterson (US Coast Guard Academy) Lily Jackson (West Point Academy) and Sarah Scott (West Point Academy)

Many wonderful things occur in our classrooms every day. Our talented staff knows how to bring the curriculum alive. One of many examples is the annual Trebuchet project. For over fifteen years, Hollis Brookline High School Physics students have been participating in this annual event. This fall tradition was moved to the spring of 2021 this year as a result of the pandemic. In this engineering design challenge, teams of four to six students are tasked with working together to design, build, calibrate, and test a working trebuchet, a medieval siege device used to launch a projectile using nothing but the force of gravity via a counterweight and lever arm. The students must launch a water balloon a distance of 30 meters to receive an A, and they receive bonus points if they dress up in medieval costumes or hit an exact target (their physics teacher!). Over the course of several weeks, the students are required to maintain an individual engineering logbook, complete with design sketches, meeting minutes, testing procedures, launch data, calculations, and reflections upon the outcome of testing day. This activity is one of the most popular events at HBHS, and all students are encouraged to take physics so they can have the chance to participate in this exciting and challenging project during their high school career.

Once again, Trebuchet Day will include 3rd grade students from Hollis Primary School and Richard Maghakian Memorial School in Brookline. The day is something that students, staff, and families enjoy as it is a time to gather and celebrate our student's success. Teachers from the high school always enjoy collaborating with their colleagues from our sending districts. Most importantly, the enthusiasm from the high school and elementary school students is contagious.

Our community's commitment to STEM is also evident in our highly competitive Math Team. After an incredible twelve-year run taking first place in their league the prior two seasons, the team took second place. In 2020, the Math Team clinched the season championship and brought the first place trophy back home to HBHS!

We are also proud to report that one of the team's advisors and Department Chair of the Mathematics Department Mrs. Stacey Plummer was selected for the University of Chicago's 2020 Outstanding Educator Award! This distinguished award has existed for more than three decades. Students accepted into the University of Chicago Class of 2024 were asked to nominate an educator whose guidance has helped them along the path toward intellectual growth. Responses were received from thousands of students in recognition of educators who have positively impacted their lives. The award is indicative of Mrs. Plummer's amazing impact on the thousands of students from the Hollis and Brookline community who have passed through her classroom over the years.

Excellence in the Humanities at HBHS was highlighted in 2020 courtesy of Mr. Trevor Duval's AP Government Classes! Our students represented themselves and HBHS extremely well during their mock congressional hearing at the State House in Concord requiring them to respond in depth to a prompt regarding the intricacies of our democracy. Their response took place in front of a panel of judges consisting of attorneys from across the state of New Hampshire. The team came away with a stunning victory making them State Champions! This was HBHS first state title in this rigorous and challenging competition.

Teachers and staff give countless hours outside of the classroom to help our students succeed. With more than 100 clubs, organizations, and sports teams advised by Hollis Brookline High School staff, we provide a wide range of opportunities for our students to become involved and engaged. Cavalier Athletics was off to yet another strong winter season that was cut short due to the pandemic. Highlights from the winter season include, Girls Basketball earning first place in the Division II standings before the playoffs. Ice Hockey and Bowling were also sitting atop the standings poised for successful post-season runs.

The 2020 fall athletic season was highlighted by the Golf team who finished the season as the undefeated Division II State Champions for the first time in school history! The Girls Volleyball team ended the season as the Division I Runner-ups. Both the Boys and Girls Soccer teams ended their year in the regional final rounds of their respective tournaments, after putting up strong performances all year. In their quest to defend their State Championship, the Football team suffered an early round loss to Souhegan finishing out the season at 3-3. The Cheer team also competed in their virtual state tournament, earning a 7th place finish. Overall, the fall season was a huge success, in large part due to the patience, cooperation, and understanding of all of our parents, players, and coaches who worked together in compliance with our thorough COVID safety protocols that allowed our student athletes to safely compete.

Hollis Brookline High School is also proud to announce that they are home to forty-four NHIAA Scholar Athletes, who have participated and lettered in two or more sports, while maintaining a B+ average or better, and participating in community service. Our student athletes focus in the classroom is truly amazing.

First Robotics is another team that continues to provide wonderful hands-on opportunities for our students. Last year's robot design was the most sophisticated and complex design that the team has tackled in quite some time. Thanks to some highly talented mentors and very generous sponsors the team was able to design, fabricate, and implement some compelling capabilities. One of the coolest components that the team is developing is a shooting sub-system that will be able to autonomously detect a goal, target it, and rapidly shoot 4 to 5 balls while the robot is moving. A video of the team calibrating the flywheel and hood controls on an early version of the component is accessible here: https://youtu.be/yq_sjYuHTs

As usual, the team was very active in the FIRST community. Two of our highest profile events were the FLL and FLL Jr expos that were held in the HBHS gym. The FLL Jr expo is

actually one of the largest FLL Jr. events in the country and included 56 teams. One of the members of the team was a Dean's List semi-finalist.

The HBHS Performing Arts Department continues to be among the finest in the state. This group was a shining light throughout the pandemic as they produced a variety of musical and theater performances, all of which were fully remote and accessible to the HB community through multiple digital platforms. Despite the pandemic, students across the department came together to ensure that the show would still go on! Students worked collaboratively produce and adapt a full stage production of the play *Trap* to a digital format. The show was broadcast to 250 households over thirteen states. The show was the first fully remote produced high school play in the state of New Hampshire.

The Music Department is very proud to announce that six of our musicians were recently named into the 2020 NHMEA All-State Music Festival. Acceptance into the festival program is based off of individually prepared auditions that include a gambit of musical components from live sight performance to classical solo performances, scales, ensemble performances, and more. Here at HBHS, our students also must demonstrate they have prepared their audition material prior to auditioning for the festival. This year, all of the auditions were conducted remotely through a live audition platform facilitated by NHMEA. This meant that our performers were still auditioning in a real-time fashion, but were not in the same location as their adjudicators. In addition, our students needed to learn and develop the necessary technological skills to set their recordings up for success, including elements of acoustic engineering, microphone type/usage/placement, audio monitoring, and studio recording skills. Combine those factors with the smaller All State ensemble size and the competition for spots was quite fierce this year! We are proud of these student's achievement in the face of challenging circumstances.

The students in the Guitar Nigh Club led by Mr. and Mrs. Perry worked incredibly hard to ensure that their show would also go on despite the pandemic. This year's show was highlighted by multiple impressive individual and group performances and was also delivered in a digital format making it accessible from home. Student's efforts in overcoming endless challenges converting a live show to a pre-recorded format were inspirational. It was fitting that this year's show served as the final event for Senior Week.

The silver lining in any challenging time is that it can serve to bring out our best. The Class of 2020 led their peers through an incredibly difficult time as they always found ways to overcome every single challenge that the pandemic brought their way. Under their leadership and cooperation, HBHS was one of a handful of schools able to offer both a prom and an in-person graduation ceremony. While it was different in many ways, graduation was a day of triumph for our students, staff, and community as all were reunited on the lacrosse field for the annual rite of passage.

As we come to the close of 2020, we look forward to a continued commitment to provide an excellent and well-rounded education for the students of Hollis and Brookline.

Respectfully submitted,

Richard D. Barnes, Principal

American Federation of Musicians Award		National Honor Society
Kathryn Fry		Maren Anderson
Amherst Orthodontic Scientific Woman's Scholarship Award		Julia Bair
Samantha Price		Christina Balsamo
Athlete Citizen Scholar Award		Nicholas Bird
Lily Jackson		Paige Boggis
Salvatore Fabbio		Elizabeth Bonnette
Brookline Historical Society Book Award		Henri Boudreau
Chase Adams		Paisley Broadhurst
Brookline Women's Club Scholarship		Aaron Brown
Cole Lorig		Victoria Bruzik
Cameron Ricard Memorial Scholarship		Gillian Campbell
Ryan Coutu		Leila Caplan
Cavalier Leadership for Athletics Award		Aidan Chretien
Grant Snyder		Lillian Coady
Cavalier Sportsmanship for Athletics Award		Jenna Connors
Tasha White		Brendan Corban
Cavalier of the Year Award		Marshall Coutu
Henri Boudreau		Ryan Coutu
Charles Zylonis Memorial Scholarship		Teresa DeMaio
Megan Strecker		Carolyne Dolfini
Coach Korcoulis Scholarship		Salvatore Fabbio
Catherine Donovan		Renee Franzini
Colonial Garden Club of Hollis		Ariella Friedman
Nicholas Bird		Kathryn Fry
Community of Caring Scholarship		Amelia Gingras
Henri Boudreau		Camden Guay
Lauren Dattis		Cameron Hallett
Director's Award for Band		Madeleine Harley
Anderson Steckler		Brian Holroyd
Dollars for Scholars		Jessica Hubert
Henri Boudreau		Joshua Ide
Gillian Campbell		Lauren Ingraham
Camden Guay		Lily Jackson
Cambria Pomeranz		Elliana Jordan
Ed Berna Memorial Award for Track		Sophia Kotelly
Chase Adams		Veronique LeBlanc
Harris Memorial Scholarship		Cole Lorig
Benjamin LaFontaine		Mary Martin
Hollis Agricultural Scholarship		Jack McEvoy
Aidan Maguire		Megan Mitchell
HBHS Jazz Band Award		Lorenzo Occhialini
Caleb Clark		Genevieve Oetjens
Hollis Brookline Rotary		Darius Paradie
Megan Strecker		Noah Penasack
Brian Holroyd		Cambria Pomeranz
Hollis Historical Society Book Award		Sydney Powers
Harrison Bates		Samantha Price
Hollis Nor'Easters Snowmobile Club Award		Eli Rasmussen
Morgan Sattler		Hannah Riseman
Hollis Republican Town Committee Scholarship		Connor Russell

Salvatore Fabbio	Nathaniel Sartell
Joshua Ide	Morgan Sattler
Hollis Veterinary Hospital Scholarship	Arjun Senthil
Jessica Hubert	Sarah Scott
Hollis Women's Club Scholarship	Sarah Shutt
Alyssa Lapierre	Maxwell Staplefeld
Kendall Van Schoick Memorial Scholarship	Anderson Steckler
Austin Johnson	Sean Sterns
Alyssa Lapierre	Emma Stoll
Connor Russell	Maria Toupin
Sydney Powers	Sophia Whipp
National Merit Scholarship Finalist	Alyssa Williams
Sreekar Chilakapati	Anastasia Zawadowskiy
Amelia Gingras	
Craig MacIlwrath	
National Thespian Society	
Nicholas Bird	
Carley Dahlstron	
Joshua Ide	
Madison Kepnes	
Evan LaFrance	
Tatiana Madsen	
Charlie Metcalf	
Megan Mitchell	
Cooper Murray	
Lorenzo Occhialini	
Samantha Price	
Maura Shanley	
Liz Steele	
NH Coaches Association (3 sports for 4 years)	
Chase Adams	
Carson Bottomley	
Paisley Broadhurst	
Aidan Chretien	
Ryan Coutu	
Catherine Donovan	
Lily Jackson	
Aidan Maguire	
Siena Moskun	
Victoria Rezzarday	
Nathaniel Sartell	
Grant Snyder	
Tasha White	
NH School Board Association Scholarship	
Aaron Brown	
Nicholas Jennings Memorial Scholarship	
Camden Guay	
Sydney Powers	
Richard Maghakian Memorial Award	
Victoria Rezzarday	
Richard Nagy Memorial Scholarship	

Camden Guay		
Ruth Wheeler Scholarship		
Lorenzo Occhialini		
Sgt. Barry Davis Palmeri Scholarship		
Victoria Harris		
Team Player of the Year		
Christina Balsamo		
Ryan Coutu		
Tri-M Music Honor Society		
Joshua Ide		
Lily Jackson		
Madison Kepnes		
Evan LaFrance		
Tatiana Madsen		
Mary Martin		
Megan Mitchell		
Sarah Orner		
Samantha Price		
Victoria Rezzarday		
Anderson Steckler		
Steven Szczeszynski		
Alyssa Williams		
US Marine Corps Distinguished Athlete Award		
Tasha White		
Nathaniel Sartell		
US Marine Corps Scholastic Excellence Award		
Mary Martin		
Joshua Ide		
US Marine Corps Semper Fidelis Award for Musical Excellence		
Victoria Rezzarday		
Warren Towne Memorial Scholarship		
Cambria Pomeranz		
William & Lorraine Dubben Scholarship		
Sydney Powers		
Megan Strecker		
Top Ten Seniors Class of 2020		
Elizabeth Bonnette		
Henri Boudreau		
Gillian Campbell		
Salvatore Fabbio		
Lauren Ingraham		
Cole Lorig		
Darius Paradie		
Noah Penasack		
Hannah Riseman		
Class of 2020 Salutatorian		
Steven Szczeszynski		
Class of 2020 Valedictorian		
Cole Lorig		
Student Council 2020		
Mary Martin - Student Body President		

Joshua Ide - Senior Class President		
Henri Boudreau - Vice-President		
Ryan Coutu - Treasurer		
Lillian Coady - Secretary		
Harrison Bates - Representative		
Arianna Friedman - Representative		
Kathryn Fry - Representative		
Madeline Harley - Representative		
Noah Penasack - Representative		

HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT
PROFESSIONAL STAFF ROSTER 2019-2020

First Name	Last Name	Assignment	College/University	Degree
Richard	Barnes	Principal, HBHS	Northeastern Univ.	M.Ed.
Brian	Bumpus	Assistant Athletic Director, HBHS	UMASS Lowell	B.A.
Jennifer	Campbell	Special Ed. Coordinator, HBMS	New England College	C.A.G.S.
Lauren	DiGennaro	Assistant Principal, HBHS	Columbia University	M.A.
Yolanda	Flamino	Assistant Principal, HBMS	Smith/Rivier	M.S./M.A.
Timothy	Girzone	Principal, HBMS	Rivier	C.A.G.S.
Robert	Ouellette	Assistant Principal, HBHS	NH College	M.B.A.
Rhon	Rupp	Athletic Director, HBHS	Univ. North Carolina	B.A.
Amanda	Zeller	Assistant Principal, HBHS	UNH	M.A.
Summer	Anderson	Science	Univeristy of North Florida	M.Ed.
Rebecca	Bagtaz	Special Education	Rivier	M.Ed.
Rebecca	Balfour	Social Studies	Univ. of New England	C.A.G.S.
Dorothy	Ball	Mathematics	Nova Southeastern Univ.	M.A.
Justin	Ballou	Social Studies	Plymouth State Univ.	B.S.
Matthew	Barbosa	Music/Theater	Westminster Choir College of Rider U.	M.Ed.
Alexander	Basbas	Spanish	UNH	M.Ed.
Dawn	Breault	Guidance/Transition Specialist	Assumption/Plymouth State Univ.	M.A/EdD
Christina	Brown	Mathematics	Rivier	M.Ed.
Daniel	Bumbarger	Guidance	Assumption College	M.A.
Allison	Buschmann	Physical Education	Springfield College	M.A.
Cristin	Cahill	Program Clinician	Rivier	M.A.
Stephen	Capraro	Social Studies	St. Anselm College	M.S.Ed.
Mariel	Carmelo Ruiz	Spanish	Womens Univ. of the Sacred Heart	B.A.
Camille	Carson	Science	Rivier	M.S.
Amy	Chase	English	UNH	M.A.T.
Jennifer	Christman	Special Education	Keene State	B.S.-B.A.
Rodney	Clark	Science	Fitchburg State	M.Ed.
Megan	Cleary	Science	Keene State	B.S.
Susan	Connelly	Social Studies	NYU	M.A.
Nancy	Cook	Psychologist	Notre Dame College	M.Ed.
Karen	Coutu	Reading Specialist	Rivier	M.Ed.
Lisa	Danis	English	UNH	M.A.T.
Amanda	Delaney	Special Education	Rivier	M.Ed.
Laura	DeRosa	Social Studies	Southern NH University	EdD
Lynn	DiZazzo	English	Fairfield Univ.	B.A.
Kerry	Dod	Guidance	Notre Dame College	M.Ed.
Susan	Doyle	Special Education	Rivier	M.Ed.
Kelly	Ducharme	School Nurse	St. Anselm College	B.S.N.
Trevor	Duval	Social Studies	Austin State Univ.	M.Ed.
Janice	Ellerin	Science	Montclair State Univ./Rutgers Univ.	M.A.
Christina	Ellis	Social Studies	UNH	M.A.
Katherine	Emerson	Science	Stonehill College	B.S.
Cole	Etten	Environmental Science/Math	Southern NH University	M.Ed.
Devin	Fauteux	Technology Education	Boston College	M.Ed.
Victoria	Flaherty	English	UNH	M.A.T.
Heidi	Foster	English	Harvard and Rivier	M.T.S. & M.A.T.
Michael	Fox	English	Middlebury	M.A.
Amber	Fox McNeil	School Nurse	UNH	BSN
Kimberly	Frye	ELL	UNH	M.Ed.
Leonid	Gershgorin	Reading	Rivier	M.A.T.
David	Gilbert	Mathematics	UMASS	M.Ed.
Jennifer	Given	Social Studies	Antioch New England	M.Ed.
Tracy	Gray	Physical Education	Keene State	B.S.
Pamela	Griffith	Special Education	SUNY, Potsdam	B.A.
Lauren	Grosse	English	UNH	M.A.T.
Joseph	Gruce, III	Computer	Duquesne Univ.	M.A.

Alyssa	Guilmet	Guidance	Rivier	M.Ed.
Christine	Haight	Reading	Rivier	M.A.T. & Ed.D.
Katrina	Hall	Mathematics	Univ. of New England	Ph.D.
Heather	Hamilton	English	UNH	M.Ed.
Candice	Hancock	Family and Consumer Science	Keene State	B.S.
Shelli	Harris	Board Certified Behavior Analyst	Sage College	M.S.
Shaun	Hastings	Mathematics	Keene State	B.S.-B.A.
Christine	Heaton	Library-Media	Antioch New England	M.A.
Katherine	Henderson	Social Studies	Southern NH University	M.Ed.
David	Hersey	Guidance	Rivier	M.Ed.
Nicholas	Houseman	Science	University of Rhode Island	B.S.
Linda	Illingworth	English	UNH	M.A.T.
Susan	Joyce	Guidance	Georgian Court University	M.A.
Susan	Kinney	Library Media	Plymouth State Univ.	B.S.
Chantal	Klardie	Guidance	UNH	M.Ed.
Jennifer	Klauber MacLeod	English	St. Michael's College	B.A.
Elizabeth	Kolb	Mathematics	UMASS Lowell	M.S.
Janet	Lash	Spanish	Regis College	B.A.
Tammy	Leonard	Mathematics	Univ. Mississippi	M.A.
Mathew	MacFarline	Latin	Brandeis University	M.A.
Sheila	Mandragouras	School Nurse	Tennessee State Univ.	MSN
Elissa	McCormick	French	Plymouth State Univ.	M.Ed.
Judith	McDaniel	Mathematics	Rivier	M.B.A.
Michelle	McInnes	Behavior Specialist	Southern NH University	M.S.
Ann	Melim	English	UNH	M.A.
Jessica	Minott	French	UNH	M.Ed.
George	Minott	Science	UNH	B.A.
Susan	Moors	Mathematics	Univ. Southern Maine	M.S.
Melissa	Moyer	Guidance	UNH	M.S.
Elisabeth	Nault	Music	Southern NH University	M.Ed.
Lynne	Ouellette	Art	Keene State	B.S.
Christine	Page	Special Education	Fitchburg State	M.Ed.
Melissa	Palmer	School Psychologist	Rivier	M.Ed./CAGS
Claire	Pare	English	UNH	M.Ed.
Tyler	Pare	Social Studies	Rivier	M.A.
Crystal	Paul	Special Education	Keene State	B.A.
Lina	Pepper	Art	Plymouth State Univ.	B.S.
Nicole	Perry	English/Special Education	Plymouth State Univ.	M.A.
Eric	Perry	Science	Rensselaer Polytechnic University	M.S.
Alison	Piec	Mathematics	Rivier	M.A.T.
Stacey	Plummer	Mathematics	UNH	M.S.
Kerbert	Porter-Elliott	English	Harvard Univ.	M.A.
Matthew	Portu	Social Studies	Providence College	M.Ed.
Abigail	Portu	Social Studies	Boston College	M.Ed.
Lindy	Prewitt	ELL	Texas State University	B.S.
Jason	Richard	Mathematics	Southern NH University	M.B.A.
Erin	Robbins	Spanish	Boston College	M.A.
Milton	Robinson	Special Education	Rivier	M.Ed.
Charles	Rogers	Music	UNH	B.Music
Kristen	Roy	Spanish	SUNY Albany	M.Ed.
Annie	Roy-Faucher	French	Rivier	M.A.
Michelle	Sacco	Special Education	Oakland Univ.	M.A.
Maricalana	Salamone	English	Rivier	M.A.
Audra	Saunders	Art	Rivier	M.Ed.
Michael	Scaramellino	Technology Education	Southern NH University	M.Ed.
Jennifer	Shreves	Science	UNH	M.PH
Alexander	Simo	Physical Education	Plymouth State Univ.	M.Ed.
Wendy	Sommer	Computer	Worcester Polytechnic Institute	B.S.
Lorna	Spargo	Mathematics	University of Phoenix	M.S.
Nancy	Spencer	Music	U. Conn	M.Music
Maria	St. Pierre	Health/Science	UMASS Lowell	B.S.

Domenic	St.Laurent	Special Education	Franklin Pierce University	M.Ed.
Jennifer	Staub	Social Studies	Tufts University	M.A.T.
Elizabeth	Sulin	Program Clinician	Boston College	M.S.W.
Carol	Swanson	Mathematics	Rivier	M.Ed.
Kirsten	Szczeszynski	Science	University of Waterloo	B.S.
Trudi	Thompson	Science	Clemson	B.S.
Francis	Tkaczyk	Special Education	Notre Dame College	M.Ed.
Kristine	Turcotte	Guidance	UNH	M.Ed.
Brian	Varnell	Science	Relay Graduate School of Education	M.A.
Kirsten	Werne	Mathematics	Rivier	M.A.T.
Erin	White	Health-Wellness	UNH	B.S.
Adam	Wilcox	Science	Columbia Univ.	M.A.
Katherine	Williamson	Science	UNH	M.Ed.
Suzanne	Wright	Special Education	UMASS Boston	M.Ed.
Ceara	Yourell	Science	UNH	M.S.
Diana	Zoltko	SAU-wide Nurse	Rivier	MSN

- IN AN EMERGENCY -

*** FIRE * POLICE ***

*** AMBULANCE ***

Call 911

Non-Emergency – Police 673-3755

Non-Emergency – Fire 672-8531

Non-Emergency – Ambulance 672-6216

Town Offices 673-8855

Open Monday thru Friday 8am-2pm

Tad Putney, Town Administrator Ext. 213

Sharon Sturtevant, Admin. Asst./Bookkeeper Ext. 214

Valerie Rearick, Town Planner Ext. 215

Kristen Austin, Assessors/ZBA/Cons. Commission Ext. 216

Town Clerk/Tax Collector *Monday thru Friday 8am-2pm,
Wed. 5-8pm*

Patti Howard-Barnett Ext. 218

Mary Chiapponi, Deputy Town Clerk/Tax Collector Ext. 219

Romeo Dubreuil, Building Inspector Ext. 212

Office Hours - Monday thru Thursday 8am-10am