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**TOWN OF
BROOKLINE, NEW HAMPSHIRE**

PLANNING BOARD

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PLANNING BOARD MEETING

Non Public Minutes

January 07, 2010

**Present: Alan Rosenberg, Co-Chair, Voting
Michele Hakala, Co-Chair, Voting
Richard Randlett, Member, Voting
Kevin Gorgoglione, Selectmen's Representative Alternate
Ron Pelletier, Member, Voting
Dana MacAllister, Alternate
Valérie Maurer, Town Planner**

Absent: Paul Anderson, Alternate, Mike Papadimatos, Alternate,

Non-Public Session (Master Plan Update)

Michele moved to go into non public session under RSA 91-A: 3II (c) for the purpose of discussing contractual issues and fees concerning the Update of the Master Plan. Michele read RSA Section 91-A:3II(c) "Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting."

Seconded by Kevin. Vote yes 5-0.

Alan said Richard, Ron, Paul, Valérie, and he held a meeting this past Tuesday night to discuss the two proposals and make a recommendation to the Planning Board. The consensus was that although both companies are very qualified to do this project, TFM would be better suited: they are closer, they have done work in New Hampshire, the Planner has 20 years experience, and being based in NH scheduling would be easier. **Richard** agreed there is less traveling with TFM. **Ron** said they are both very qualified. **Michele** said she would just like to remind the Board that they weren't very impressed with Gerry (TFM) on the last project. **Alan** said Gerry will be coordinating this project. **Michele** asked who will be writing this project. **Alan** said it will be split between Gerry and John Mette. **Dana** said the school presentation could have been better during the last project (Workforce Housing). **Michele** said she was just cautioning the Board and if this happens again during this project someone from the Board will need to step up and say something. **Michele** said she thinks the Board was misrepresented by Gerry partly he was using the wrong terminology during the presentation. **Alan** said the workforce housing was new to everyone at the time. Gerry has completed this type of project (Master Plan updates) in other New Hampshire towns.

Alan opened the envelopes that held the quotes from each company:

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Community Preservation Associates - quoted a total of \$75,000.
\$72,500 staff cost and \$2,500 for expenses.

TFM – Quoted a total of \$75,400.
\$69,400 staff costs and \$6,000 for expenses.

Alan said Community Preservation Associates is working for Amherst, in the quote it states they are 98% finished and they have received \$90,000, Valérie called Amherst and they had told her that Community Preservation Associates were 98% completed but the total cost is \$127,000 for this update so far.

Michele said TFM has a schedule of fees, how many people will work on the project and how many meetings they will be having. We know exactly what everything will cost us. It also states they will discuss the payment schedule. Community Preservation doesn't provide a schedule. **Ron** said he thinks the Board should ask TFM if they can do any better and bring the cost down. Times are tough for everyone, in this economy; we have to ask. **Valérie** said she would like to see if TFM could work with the UNH Cop-operative Extension to facilitate data gathering at a Community Profile. The Board could find people to prepare and fold flyers and mail out bulk mail. The Town should have a bulk mail account which could be used by all town Departments. The Board agreed the Town should have a Bulk mail account. **Valérie** said they area going to have to sell this to the Board of Selectmen, Finance Committee and the residents for town meeting. We should have Gerry help us put something together prior to Town Meeting to let everyone know this is something important and that we need to have an update.

Valérie said the Planning Board is scheduled to meet with the Board of Selectmen on Monday night, January 11th, 2010 at 7:00 pm to discuss the Master Plan update proposals.

The Board agreed to have Michele call Friday and ask Gerry if he can come down on the price. They have a price to present to the Board of Selectmen next Monday night but if TFM comes down in the price we can amend it at town Meeting.

Michele moved to come out of Non-public Session. Seconded by Kevin. By roll call vote Michele voted yes, Kevin voted yes, Richard voted yes, Ron voted yes, and Alan voted yes.

Michele moved to seal the non-public Planning Board minutes of 1/7/2010. Seconded by Richard. Vote yes 5-0.

Kevin moved to adjourn at 8:35 pm. Seconded by Michele. Vote yes 5 -0.

Michele Hakala, Co-Chair, Voting _____

Alan Rosenberg, Co-Chair, Voting _____

Richard Randlett, Member, Voting _____

Kevin Gorgoglione, BOS's Representative Alternate, Voting _____

Ron Pelletier, Member, Voting _____

Minutes submitted by Kristen Austin.