Town of Brookline, NH
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Selectboard Meeting Minutes
Monday July 13, 2026, 6:30PM
Public In-Person Meeting (Safety Complex)

In Attendance
Brian Rater, Steve Dolfini, Jerry Roche, Dan Marcek, and Ed Perry (via phone)

Special meeting regarding selection of Town Hall Project Manager
The meeting was convened By Chairman Rater at 6:30.

John Schofield of Bracken Consulting was interviewed first. He reiterated his cost is $140/hr. with tracking and project reviews every 2 weeks. He will manage a team of architects, engineers and contractors hired by the town and proposed a rough schedule of completion. He shared that he carries $2M in liability insurance and a $5M umbrella policy.
John does not have employees and will work with the town to identify potential team members and select appropriate vendors. He estimated 2-3 weeks to accomplish this.

ECC Corporation was next with Sourabh Patil, Project Manager, Inga Knox, Project Executive, and Kerri Benton, ECC VP, on the line. Sourabh lives in Nashua and will be our primary POC. ECC began in Connecticut pursuing railroad projects and has spent 20 years working on municipal contracts.
They shared that for Daniels Academy they feel to understand options we must engage with architects, estimators, engineers and contractors. Their company does not have these people, but we would have to hire a team in what they called a 'fluid process'. The total project cost will be a baseline cost plus contingencies. Hiring an architect was discussed with billing by the task or as a percentage of the project cost (8% was mentioned). Feasibility can cost from $100K to $500K.

Northpoint was next with Gary Thomas (CEO) and Kristine Walker (Director of Architectural Design) on the call. Northpoint is located in Hudson, NH, has 40-50 employees and $50-60M in sales.
They shared examples of similar projects and how they work together to develop floor layouts based on real usage. They will provide elevation drawings of buildings and present potential plans at town meeting and others. Their estimate is total cost but things like a traffic study are not included – if needed they would be extra. However, if some of the town's four options are not pursued, then costs will be reduced.

Ed Perry dropped off the call at 9:00 but expressed his support for the Northpoint proposal before doing so.
Steve made a motion to accept the Northpoint bid for Town Hall Project Manager for $109,910 and was seconded by Jerry. Motion passed 4-0.

At 9:05, Jerry made a motion to adjourn, seconded by Steve. Motion passed 4-0.
Minutes submitted by Dan Marcek.

Brian Rater, Chair

Ed Perry, Vice Chair

Jerry Roche

Steve Dolfini

Dan Marcek