

SELECTMEN'S BUDGET HEARING & MEETING MINUTES
January 27, 2009

Attendance: Ernie Brown, Craig Evans and Clifton Camp
Staff: Pam Frazer Assessor Clerk, Doug Vanderpool Forest Fire Warden, Ed Nason CEO, Brad Williamson EMD & Jennifer Sonricker Administrative Assistant
Reporter: Heather Terragni
Public in attendance: 3

The meeting convened and was called to order by Ernie Brown at 6:30 p.m. Ernie led us in the Pledge of Allegiance.

Budget Hearing:

Ernie reported that the Selectmen are looking for level funding in the 2009 budget, there is still some work to be done to obtain this goal. Budget reviewed line by line.

Appropriations:

4130 – Executive: There were two office supply lines, one under another line, each line was at \$2,000 each, and these lines were combined and reduced by \$1,000.

4140 – Registrations/Vital Statistics: Internet reduced to 0, this bill use to be paid by the Town and then reimbursed by the state. The bill now goes directly to the state.

4141 – Supervisors of the Checklist: Laptop needs to be added under expenses, cost is ~\$700, line increased to \$800.

4142 – Elections: Not a busy year for elections so overall budget reduced significantly from 2008. \$1 was added to public notices to keep the line open.

4150 - Treasurer: No significant changes.

4151 – Tax Collector: Software line questioned, Clifton reported this was the amount provided by the tax collector.

4152 – Timber Monitor: All lines reduced to \$1, the Selectmen are taking over this responsibility.

4153 – Legal Expenses: Line reduced by \$3,000 to \$15,000; \$18,000 threshold has never been hit even during lawsuit.

4154 – Trustee of the Trust Fund: Same

4157 – Auditing: MS-5 line was discussed, budget last year was \$800 but cost was only \$100. Ernie suggested keeping it the same; it could be lowered at a later date if necessary.

4191 – Planning Board: Increase in salary line discussed. Ed reported salary was increased from \$12/hour to \$15/hour. The number of hours budgeted has stayed the same.

4192 – ZBA: Same

4194 – Buildings: Frank Frazer brought up the plaster in the Town House, is this going to be addressed? The selectmen reported it will in the future but not in this year's budget. Clifton reported compact fluorescents will be installed in the town office building; this change is in the budget. Fuel line is the same, this includes propane and electricity. These were suppose to be broken out but were not, hopefully next year they will be separated.

4195 – Cemeteries: Same

4199 – Other General Government: All lines but scholarship were reduced significantly.

4210 – Public Safety: We have no control over this line, it is contractual agreement with Wakefield, and they determine what we pay.

4225 – Forestry: Inspection reduced to \$1, Equipment and truck maintenance increased.
4240 – Building Inspections: Overall line reduced \$1300.
4290 – Emergency Management: Over budget 2008 because of generator. Line currently set to \$500, Brad suggested line be increased to \$1,000, all Selectmen agreed.
4312 – Highways & Streets: Summer maintenance and road improvements were not broken out, everything is under summer maintenance. It was discussed that road improvements can go away and be broken down between summer and winter maintenance.
4323 – Sanitation: Contracted with Wakefield, they set the line. The line was reduced \$1,000 from 2008.
4414 – Health: Animal control line; it was explained that Henry Blanton will retire next year and this responsibility will be taken over by the Wakefield PD.
4445 – Direct Assistance: Vendor Payments line (aka. Welfare) was over budget in 2008, for 2009 line was increased significantly given the current state of the economy.
4520 – Parks & Recreation: Line set to \$1 this year, was \$2,000 in 2008. A new committee will be appointed by Selectmen, line at \$1 for this year.
4550 – Library: Increased \$500 over 2008
4583 – Patriotic Purposes: Flags for cemeteries will need to be purchased this year; line is budgeted at \$150. Frank Frazer reported this should cover the flag expense.
4589 – Agricultural Commission: Budget set to \$500.
4611 – Conservation Commission: No significant increase.
4619 – Heritage Commission: Line put in because of warrant article at town meeting proposing establishment if Heritage Commission, Selectmen being proactive. If the Heritage Commission is not established at Town Meeting this line will go away and \$100 will go back to general fund.
4915 – Transfer to Capital Reserve: These items are voted on at Town Meeting. Brad suggested Road Equipment line be increased slightly from \$5,000 to \$7500 to keep up with cost increases of vehicles. With tough times this year Clifton suggested not increasing the line this year.

Total Appropriations:

2008 Proposed = \$768,375

2008 Actual = \$743,407

2009 Proposed = \$768,143; this includes all regular warrant articles it does not include petition warrant articles.

Revenue:

Clifton reported revenue numbers are hard to project. Land use change and yield taxes were up significantly in 2008, numbers were increased slightly for 2009. Licenses, fees & permits; hard to determine depends on number of new cars registered, number reduced slightly.

2009 Total Revenue = \$249,778

Total Appropriations proposed for 2009 = \$768,341

Total Revenue Proposed for 2009 = \$249,778

Amount to be raised by taxes = \$518, 563 (2008 amount = \$522,732)

2009 Proposed budget open for discussion. There were no questions or comments.

A 5 minute recess was taken prior to beginning regular Selectmen's Meeting.

Selectmen's Meeting:

The regular meeting began at 7:45 PM.

Minutes from January 13, 2009 meeting reviewed.

Craig had one correction to the minutes, on page 2, 2nd paragraph; replace words Moose Mountain with Map 15, Lot 5/Fluckiger.

MOTION: Craig made a motion to accept the minutes from January 13, 2009 as amended, seconded by Clifton. A vote was taken; all in favor, motion carries.

Public

Comments No public comments.

Admin. Asst. Nothing to report.

Assessor Clerk Pam presented Veterans Exemption form to the Selectmen for signature. She also provided a copy of Cartographic contract that needs to be signed. The Selectmen took this opportunity to explain new responsibilities they have taken on in 2009. The Selectmen are now responsible for Excavation, Wetlands and Timber monitor duties. The chairman will assign one Selectmen to handle each application and they will follow it through the entire process from start to end.

Tax Collector N/A

Forest Fire Warden N/A

Treasurer N/A

Trustees of The Trust Funds N/A

Town Clerk N/A

Emergency Mgmt. Director N/A

CEO N/A

Road Agent N/A

Moderator N/A

Planning Board Ed reported that the Planning Board has finished and voted on four zoning articles. Ernie requested a copy be emailed to Virginia and him once Town Council is done reviewing. Ed reported that the planning board has begun discussing outside boilers

Archivist Nothing to report

Conservation Commission N/A

Cable Committee N/A

Parks & Playground Clifton reported they are looking for committee members; those interested please let the Selectmen know. All committee members will be appointed by the Selectmen

GWRSB Ernie reported this Saturday the School board will be presenting proposed high school project and school budget hearing.

Road Committee N/A

Agricultural Commission N/A

Other N/A

Old Business Ernie read letter from Jim Martin; the letter is a response to Ernie's request for better explanation on ZBA decision regarding Jim & Janet Murfey. Ernie had questioned the legal language of finding and had asked for clarification on two points. Per Jim's request Ernie read the email from Jim Martin dated 1/23/09 with a subject line: ZBA decision 08-01. A copy of this email will be attached to the minutes of this meeting. Some brief discussion ensued after the reading of the email.

Special Event Permit was discussed. Given the significant amount of time that will be needed to review the special event permit a suggestion was made to hold a work session. Susan Slack, Town Council also recommends a public hearing. A date for work session regarding special event permit will be set at a later date, the goal is to schedule a meeting for next week.

Craig reported he spoke to someone regarding the chimney in the Town House; they were looking into water leak that occurred around the chimney. The feeling is capping the chimney will not fix the problem, the leak could have been caused by ice damn or leaks around the bricks that could be fixed by having the chimney re-pointed. Craig will continue to watch for signs of water so it can be investigated further.

Ernie reported the mailbox has been ordered and it should be installed within a few weeks.

Craig reported the Town History is complete and should be posted on the web site soon.

New Business Wakefield PD has two new part-time officers, the Selectmen will sign forms accepting them and then they will be officially sworn in by the Town Clerk. Once this process is complete they can start serving in the Town of Brookfield.

Ernie reported that Virginia Wentworth, holder of the Brookfield Town Cane past away recently. He has researched who the next eligible person is and has determined that Cecil Wentworth meets all the criteria set forth.

Ernie read a letter from Carroll County Transportation Advisory Council; they are looking for town representatives to attend monthly meetings in Tamworth, the first meeting is March 12th. Anyone interested should contact the Selectmen for more information.

SRPC is requesting an alternate for Metropolitan Planning Organization.

It has come to the Selectmen's attention that Avitar is selling our town tax cards on their website. They were asked not to do this. Pam said she called Avitar to discuss and they explained that they need to receive explicit instructions not to post. Pam was asked to draft a letter to be signed by the Selectmen asking them not to sell town information.

The next meeting is February 10th.

Mail reviewed.

The chairman adjourned the meeting at 9:00 pm.

Respectfully submitted,

Jennifer Sonricker
Admin. Asst.