

**Town of Brookfield  
267 Wentworth Road  
Brookfield, NH 03872**

**SELECTMEN'S MEETING MINUTES  
July 28, 2009**

Attendance: Chairman Clifton Camp, Craig Evans and Ernie Brown  
Staff: Ed Nason CEO, Pam Frazier Assessor Clerk, Marilou MacLean Treasurer, Virginia McGinley Town Clerk, Doug Vanderpool Forest Fire Warden & Jennifer Sonricker Admin. Assistant  
Special Guest: Wendy Scribner from UNH Cooperative Extension and Bob Boyd, Forest Ranger NH Forest and Lands  
Public in attendance: 8  
Reporter: Heather Terragni

The meeting was called to order by Clifton Camp at 6:35 p.m. Clifton led us in the pledge of allegiance.

**Approval of Minutes:** Minutes from June 23<sup>rd</sup> meeting reviewed. Minutes amended as follows: On page 3 under Heritage Commission report, change "preservationist from the State" to "preservationist recommended by the State".

**MOTION: Ernie moved to accept the minutes from June 23, 2009 meeting as amended, seconded by Craig. A vote was taken, all in favor. Motion Carries.**

Minutes from July 14<sup>th</sup> meeting reviewed. Minutes amended as follows: page 2, first paragraph change "Tom Collins" to "Rob Collins".

**MOTION: Ernie moved to accept the minutes from July 14, 2009 meeting as amended, seconded by Craig. A vote was taken, all in favor. Motion Carries.**

Minutes from July 21<sup>st</sup> Special Meeting reviewed. There were no amendments.

**MOTION: Ernie moved to accept the minutes from July 21, 2009 special meeting as written, seconded by Craig. A vote was taken, all in favor. Motion Carries.**

**Public**

**Comments:** None

**Wendy Scribner, County Extension Forester, UNH Cooperative Extension – Carroll County:** Clifton introduced Wendy. Wendy explained that one of her duties is to help people manage their land. She was invited here tonight to discuss the process of timber tax. She provided several handouts including: timber tax law, volume of timber report 2000 – 2008 for the Town of Brookfield and a comparison of timber cut in Brookfield to other communities in Carroll County for the year 2006. After handouts were distributed Wendy continued with her presentation. Timber is taxed at 10% of the stumpage value. Intents to cut are required by everyone planning to cut with a few exceptions. Exemptions to intent to cut were reviewed, a few are listed below:

- 10,000 board foot or 20 cords of fuel wood for own use
- 10,000 board feet or 20 cords of fuel wood for land conversion (town permits may be required), must occur within 180 days
- Trees within striking distance of homes or utilities
- Christmas trees, fruit trees or nursery stock

Intent to cut process reviewed in detail. Wendy then discussed the Asian long horn beetle and Emerald Ash bore. She provided pamphlets regarding these pests to all interested. The Asian long horn beetle is not known to be in NH yet, it has been discovered in Massachusetts, eradication efforts are underway. These pest feed on a wide range of tree types, summer is the best time to look for this type of beetle. Wendy reviewed things to look for and explained that awareness is a big part of the prevention effort. The Emerald Ash bore has killed 10's of millions of Ash trees and has been found in NH, as close as Farmington. They are working to identify methods of control. This pest is mostly seen in the spring and attaches to the twigs under branches. Camp wood is the common means of transport for most of these pests. As part of the effort to control this all state and federal campgrounds are requesting all wood

be bought from local source. Education programs are also being offered for loggers and foresters. Wendy ended by saying if you suspect an infestation contact the UNH Cooperative Extension, someone is available to come out and look.

Bob Boyd, local Forest Ranger with State Division of Forest and Land was also available if anyone had questions. There were no questions at this time.

### **Report of Town Officials:**

**Treasurer** Marilou presented checks for signature. She will provide a list of expenses to date at the next meeting. W-4's have been placed in mailboxes for all who should have one, please complete and return to Marilou.

**Planning Board** Janet reported; Laura Spector has been hired as Planning Board Attorney. Sub-committees have been re-organized; sub-committee chairs have been posted on the website. The Planning Board has begun working on a capital improvement program. A lot of work is underway with all sub-committees, the public is encouraged to attend all meetings.

**CEO** Ed reported; he has received one building permit, Map 25, lot 6, Owner: Pettit.

**Road Agent** Ed reported; he met with Police Chief Fifield today regarding stop lines on following intersections: Moose Mountain Road/Tumbledown Dick Road, Moose Mountain Road/Governors Road and Clark Road/Lyford Road. Concerns were raised regarding Moose Mountain Road pedestrians and horses. Several suggestions were made by Chief Fifield including additional signage to draw attention to intersections. Ed reviewed suggestions with the Selectmen. After brief discussions the Selectmen and Road Agent agreed to necessary changes.

Ed provided update on Pleasant Valley Road, the last culvert on paved section was installed today. They will grind pavement, grade and compact next week. Pike is going to install curbing as discussed. Ed is waiting for paperwork on turnaround, easements on properties are needed. Ernie agreed to begin working on paperwork for easements.

Invitation to bid on construction of Salt shed will be posted in the Granite State News and Carroll County Independent; it will also be posted on the bulletin boards and website.

Brush piles on Stoneham Road discussed, Ed acknowledged the brush piles on Garney Road as his and he will remove; the brush piles on Stoneham Road were placed there by the property owner, Ed will notify property owner per RSA.

### **Park & Rec. Committee**

Clifton reported; Committee met last Monday, he and Tom Whelton were present. They are very interested in moving forward with plans for a play ground. Kids are welcome to attend meetings. Monthly meetings will be held on the 3<sup>rd</sup> Monday of the month at 7:00 PM

### **Agricultural Commission**

Frank Frazier reported; brochures for Open Farm Day are ready and being distributed. Update regarding tractors, the tractors will be on display in Mr. Towle's field. Train rides are still up in the air, it is dependent on insurance. Signs have been made for each farm so participating farms will be marked.

### **Heritage Commission**

Marilou reported; everything is set for Old Home Day. They are pre-selling tickets for the ham and bean supper; tickets are available at Dr. Manning's office, Town Clerk's office and Via Lactea Farm. Flyers are being hung around Town and in Wakefield.

Marilou provided update on Town's insurance regarding train rides, if the entire event is sponsored by the town and held at the premises of the rides the town's liability insurance will cover it.

### **Joint Loss**

#### **Mgmt. Comm.**

Clifton provided an update on the State fine; we are in violation, we have 22 employees (election workers count as employees), a Joint Loss Management Committee (JLMC) is required for > 5 employees. The State will not waive the fee, the fine is \$300. A JLMC has been formed; Marilou was elected chair of the committee and provided an update. The committee met last Monday. The state outlines what the JLMC must do; they will be following state guidelines. There is another meeting scheduled for August 3<sup>rd</sup> at 5:30 PM; Marilou requested Ed Nason and Brad Williamson attend.

### **Old Business**

**Repair of Town House and Churchill School – Proposed by Jay Badger:** The Selectmen discussed the proposal submitted by Jay Badger.

**MOTION: Ernie moved to accept Jay Badger's proposal for repair of Town House and Churchill School, seconded by Craig.** Craig stated that each step of the repair needs to be photographed; it is a requirement of the LCHIP grant. Frank asked for the fee for the proposal. Clifton read the entire proposal out loud, the total cost is \$2,975. A request was made for the sink to be repaired before Old Home Day on August 8<sup>th</sup>. **A vote was taken, all in favor. Motion Carries.**

**Timber Monitor:** The Selectmen discussed assignment of duties at the last Selectmen's Meeting, a suggestion was made to return this duty to Ed who originally performed this job, Craig had requested to hold off making a decision to allow time to research how area towns handle this duty. Craig called and polled area towns; he provided a written summary of the results. All towns polled have the paperwork handled by the Assessor or Assessor Clerk. The monitoring varies from town to town; those polled use one of the following: Dennis Therrell, Bob Boyd, Jesse B or town officials. Bob Boyd explained that it is his understanding that DRA and Forestry have legislative permission to enter properties; he does not believe that town officials have permission. He also reviewed his responsibility; he is looking for violations of state law, he usually comes after a complaint is filed, he does not usually just do monitoring. Ed reviewed his 4 year history as timber monitor; he never had any real issues. Discrepancies in report if wood cut discussed; typically the report of wood cut is on the honor system. Craig asked if the town has legislative power to challenge a discrepancy in the report of wood cut. Bob explained that there are steps that can be taken to determine volume of wood cut and if necessary measurements of each stump can be made and volume calculated from these measurements. A complaint would be filed and someone from Forestry would handle the measurements/calculations. Pam explained that this is an Assessor Clerk duty in most towns, currently when issues arise DRA contacts her, she does this duty in Middleton and is willing to do it here. Pam explained that Avitar Assessing does the yield tax calculations and they stand behind their position.

**MOTION: Ernie moved to have Town of Brookfield Timber Monitor be Ed Nason, seconded by Clifton.** Brief discussions ensued, Ernie explained Ed was very successful with performing this duty, there were no complaints and it fits in well with his other duties. Ed clarified, there have been a few complaints, complaints stemmed from forms being filed out wrong by property owner causing incorrect yield tax to be calculated. **Question called, A vote was taken, Yes: Ernie and Clifton, No: Craig. Motion carries.**

Pam asked if she should turn over current use files because they go in hand with timber monitor; The Selectmen told her she would continue to maintain current use files but the info should be shared with the Timber Monitor.

**Wetlands Monitor:** Assignment of duties postponed until next meeting allowing the Conservation Commission a chance to meet and discuss.

**Gravel Monitor:** Suggestion made to give duty back to Ed at last meeting, decision postponed until this meeting. Pam expressed her concern over having the gravel monitor being the operator of our most active gravel pit. Clifton requested assignment of these duties be postponed till next

meeting, he would like a chance to speak with Mary Pinkham Lankan of DRA regarding possible conflict of interest.

**Brookfield Town Cane:** Craig provided an update, newly engraved nametags are on display in the cabinet. The cane was been delivered to Doris Kurth this afternoon, she plans to use the cane and may need to have it cut down, Craig gave Doris Ernie's number, he will handle cutting down the can if needed. Virginia Wentworth's cane has been returned to the family

**New Business Letter from Ron Fountain – RE: Asian Long horned Beetle:** Clifton read letter dated 7/9/09 submitted from Ron Fountain regarding Asian long horned beetle. Letter is attached to the minutes. The reading of the letter was delayed as Wendy Scribner our County Forester would be at this meeting and would brief on the Asian Long Horned Beetle. Clifton recused himself and joined the public for discussion regarding this matter. Craig is acting Chair. The letter urges all wood imported from interstate or elsewhere for commercial manufacturing and sale of firewood be certified to be free of tree eating beetle by a qualified entomologist at their place of origin. Ron feels this is a good start and offers protection from an infestation. Lengthy discussion ensued. Cost to perform and ability to enforce and oversee discussed. The costs would be huge and would be passed onto the user. Clifton suggested a means to solve this issue is by purchasing your lumber from locally harvested wood. Several members of the public commented, they felt it needed to be monitored but the level and process were unknown. Educational sessions were suggested. Discussions continued; the Selectmen are not prepared to draft a policy tonight. The Selectmen suggested Ron produce information on towns, counties and states with policies in place. Ron stated all this research to date shows they are looking to UNH to educate. The Board of Selectmen will take under advisement and have the Timber Monitor handout information to loggers when intents to cut are handed out. *Clifton returned to the board.*

Mail Reviewed. Order of Notice; Evans vs. Town of Brookfield was received by Town Clerk 7/28/09. Letter received from Mitchell Municipal Group, RE: Appearance Evans vs. Town of Brookfield

No new business before the board meeting adjourned at 9:30 pm.

Respectfully submitted,

Jennifer Sonricker  
Administrative Assistant

Attachments (1)

7/9/09

To: Board of Selectmen  
Brookfield, NH

Re: Asian Longhorned Beetle and other tree-eating beetles causing damage to the  
Northeast.

Due to the concern of the state and LOCAL CITIZENS regarding prevention of importing those species devastating hardwoods (especially sugar maples), all hardwoods imported from interstate or elsewhere for the commercial manufacturing and sale of firewood should be certified to be free of those insect by a qualified entomologist at their place of origin. That certificate to be on file or posted at the Town Office in the town where logs have been delivered.

Ron Fountain

*Ron Fountain*

*Request that this letter be  
read at the next BOS meeting  
and attached to the minutes.*

*RJF*