

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

**SELECTMEN'S MEETING MINUTES**  
**August 25, 2009**

Attendance: Chairman Clifton Camp, Craig Evans and Ernie Brown  
Staff: Ed Nason CEO, Pam Frazier Assessor Clerk, Marilou Maclean, Janet Murfey Planning Board Chair, Dick Peckham Moderator & Jennifer Sonricker Admin. Assistant  
Special Guest: Dorothy Solomon and David Sorenson, Carroll County Commissioners  
Public in attendance: 7  
Reporter: Heather Terragni

The meeting was called to order by Clifton Camp at 6:30 p.m. Clifton led us in the pledge of allegiance.

**Approval of Minutes:** Review of minutes from August 10, 2009 meeting postponed till next meeting.

**Public**

**Comments:** Dick Peckham asked for update regarding upgrades to Route 109 through Brookfield, he commented on the poor and hazardous condition of the road and wants to know if the Selectmen have contacted DOT, he also referenced a recent letter to the editor in the Granite State News regarding the poor road condition. Boonie Colman, resident, echoed Dicks comments regarding the road and hopes the repairs will be made before winter. Ed Nason provided what information he knew; the original plans were to do this section of the road after completion of Moultonborough section but priorities have shifted; they will now be paving a section of Route 16 first. His understanding is they will then pave route 109 from Wolfeboro line; he does not have a timeframe for this work to begin. Dick is asking for the Selectmen to take action regarding the road. Ernie replied that to the best of the Selectmen's knowledge the work will be finished by winter.

**Presentation on New Nursing Home:** Dorothy Solomon and David Sorenson, County Commissioners presented details of newly proposed nursing home. The Commissioners are looking for feedback regarding the design of the nursing home not whether or not the nursing home is to be built; decision to build nursing home has already been made. The reason behind the need for the new nursing home provided; this included age of current nursing home, limitations associated with current room designs which includes shared bathrooms and other inefficiencies that prevent maximum capacity being obtained. The new nursing home will be designed as a neighborhood concept, it will consist of two floors, there will separate showers and bathrooms which is better for residents from a health standpoint and will include several common areas for each wing making up a "neighborhood". The sq. footage will be almost doubled but capacity will stay the same; 103. They are looking at alternative methods for heating which include possible use of pellets, solar panels and wind; the backup would be propane. No final decisions have been made regarding heating plans. The anticipated cost is \$23,500,000. Two new jobs will be created. The new facility will be located between the current nursing home and the administrative building. Plans for the old nursing home were discussed; the plan is to remove some of the extensions and rehab the core of the building; rehabilitation would include installing a sloped roof. Detailed plans are still underway. The building will likely house the Cooperative Extension office, general meeting rooms and possibly a laundry facility; currently laundry is done off site. Renovations to this building are separate from the cost of the new nursing home; the budgeted cost to rehab this building is \$300,000. The tax impact for the new nursing home to Brookfield residents is \$0.15/thousand. The projected would be bonded; they are waiting on certificate of need approval now and hope to go out for bond in October with construction beginning in the spring of 2010 and finishing in 2011. If possible they will be looking to use local contractors; bids will be solicited through the project coordinator and are likely to be accepted in January of 2010. They are looking into possible grant monies but cannot apply until the project is shovel ready. The Commissioners concluded their presentation after a question and answer session and announced that they are looking for suggestions regarding the design; the next building committee meeting will be held August 31<sup>st</sup>. They also explained that the county is establishing a 501 c 3 to accept tax deductible donations for the nursing home.

When questioned what the current cost to operate the existing nursing home Commissioner Sorenson explained that currently there is a shortfall between income versus expenses of ~\$2,000,000, this shortfall is passed on to the taxpayers; the hope is with efficiencies created in the new nursing home and the ability to use all 103 rooms this gap will be decreased. The Selectmen thanked Commissioners Sorenson and Solomon for their presentation.

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

**Treasurer** Marilou presented checks to be signed. The Selectmen had hoped to review the budget this evening but Marilou has a conflict and needs to leave early to attend another meeting; this review will occur at the next meeting. Marilou and Ed discussed a few items regarding the road agent budget; they will meet at a later date to discuss further. Marilou requested receiving a copy of invoices for all charged items; she does not want to rely solely on the statement.

**Road Agent** Ed provided an update.

- Pleasant Valley Road: Paving will occur sometime between September 8-11. Logging on Walpole's property for turnaround will be done either the end of this week or next. All easements associated with this turnaround should be completed this week.
- Stop lines & signage: All stop lines have been painted; "stop ahead" markings still need to be done; Ed is hoping to borrow the stencils from the Town of Wolfeboro. All signs have been ordered and will be installed when delivered. Speed tapes have been installed by Wakefield Police Department on Clark Road; the tapes record speed, weight and time of travel of vehicles.
- Lyford Road project: Schedule has been adjusted slightly; work will begin when Pleasant Valley Road is completed. Originally the plan was to have both projects paved at the same time as a cost savings effort but given the distance between projects there is no real benefit.
- Other: Pot holes on Stoneham Road were cold patched today.
- Fire Proof Cabinet: Ed showed the Selectmen a flyer on one cabinet he found, the cost is \$500 without shipping. The cabinet is not explosion proof, Ed feels this is expensive and suggests we may be able to build a cabinet with vents and a lock for a lot less money. Craig asked Ed to look into the insurance and fire department requirements. Clifton requested Ed draft a design for the cabinet for the Selectmen to review; he also suggests looking for a local source on the cabinet to avoid high shipping charges.

**Old Business** **Town House Fire Extinguisher & Fire Extinguisher class by Wakefield Fire Department:** Doug was unable to attend this evenings meeting so this will be postponed till next meeting.

**Salt Barn:** Ed reported clearing has started and work on footings will begin shortly. Two bids for work were received. The Selectmen opened sealed bids.

- Bid #1: C. Scott Drugg – Two bids were submitted, one for concrete work, the other for labor to construct salt barn (the town is supplying the material). Concrete work - \$2,650. Labor only for building - \$36,500.
- Bid #2: Peavey Brook Woodworking – One bid for building, no bid for concrete work. Labor only for building - \$6,400.

The Selectmen asked Ed for cost of materials; Ed reported he does not have a final cost because a few adjustments have been made but estimated the cost of material at \$26,000. Ed reported he sees no problems with either contractor. Clifton opened meeting up to public comments. Pam asked if Mr. Drugg would be willing to do concrete portion only; Mr. Drugg was present at this evening meeting and commented; he may be willing do concrete work only. He also requested a decision be made quickly to allow him to bid on additional work if necessary. Clifton was not ready to make a decision this evening, he would like to do a little research before making a decision but explained he will address this as quickly as possible and the Selectmen can make a decision over the phone instead of waiting till the next meeting.

**New Business Ron Jenkins Property on Governors Road:** Ron Jenkins was present to discuss options he has related to his property on Governors Road that has been deeded to the Town. Ernie reviewed the history associated with the property including the 2009 town meeting vote not giving permission to the Selectmen to waive the 15% fee. Prior to deeding Mr. Jenkins had paid all back taxes and fees with exception of the 15%, all money paid was then refunded to Mr. Jenkins. The amount owed, including the 15% fee is ~\$36,000. The Selectmen have spoken with Legal Council and they have advised the Selectmen to work out a plan with the Mr. Jenkins and urged the Town to move quickly because the clock is ticking around important deadlines. The Selectmen discussed negotiations and options with Mr. Jenkins. Mr. Jenkins tentatively agreed to pay all back taxes in full and work out a payment plan for the 15% fee. The Selectmen will have the Town Attorney draft an agreement and encouraged Mr. Jenkins to have his Attorney review the agreement. The goal is to have a draft prepared and provided to Mr. Jenkins within the coming week and the hope of finalizing everything by next meeting.

**Town owned 7 acres off Garney Road (land lock piece given to Conservation Commission to oversee):** The Selectmen discussed future plans for land lock piece of land off Garney Road. The property was deeded to the town ~3 years ago; previous owner of land was unknown. The Selectmen are unsure if the current Conservation Commission is interested in continuing to oversee the property. The only access to the property is via railroad tracks or snowmobile trail. The property is mostly wet. An abutting land owner has expressed interest in purchasing the property. The Selectmen briefly discussed their options. The procedure for selling the property questioned; more research needs to be done regarding the proper procedure. The Selectmen decided to wait till after the Conservation Commission has their next meeting before moving forward thus giving the Conservation Commission time to make a decision regarding their plans for the property.

**Dishwasher in Town Hall:** Ernie asked for status on dishwasher in Town Hall; the water to the machine has been turned off. Several members of the public were asked if the dishwasher works or not. No one present knew the working status of the dishwasher; Ernie will turn the water on and see if it works.

Mail Reviewed.

Ed reviewed details of Salt Barn with the Selectmen including specifics included in bid package.

Ed presented intent to cut for signature; Map 6, lot 7, property owned by MacKillop and George.

Selectmen discussed with Pam work hours for Assessor Clerk's office. Non office hour work discussed. The Selectmen addressed their earlier requests to have costumers meet with the Assessor Clerk during normal office hours thus minimizing hours worked outside regularly scheduled hours. Pam explained that DRA and Avitar have difficulty with just being able to contact her during her normal office hours; 2:00-6:00 PM on Wednesdays. The Selectmen explained they understand the need to be flexible with DRA and Avitar but would like to have all other customers be limited to normal office hours. They encouraged Pam to say to customers who contact her at home "The Selectmen have instructed her to only meet with customers during normal business hours"; if complaints arise from residents then the Selectmen will address the issue. Clifton also requested the Selectmen be notified when she will be working outside the normal office hours.

No new business before the board meeting adjourned at 8:55 pm.

Respectfully submitted,

Jennifer Sonricker  
Administrative Assistant