

Town of Brookfield
267 Wentworth Road
Brookfield, NH 03872

SELECTMEN'S MEETING MINUTES
April 27, 2010

Attendance: Ernie Brown, Clifton Camp & Chairman Craig Evans
Staff: Pam Frazier Assessor Clerk, Marilou MacLean Treasurer, Ed Nason CEO, Diana Peckham Tax Collector and Jennifer Sonricker Admin. Assistant
Public in attendance: 13
Reporter: Heather Terragni

Craig called the meeting to order at 6:30 PM; Jennifer led us in the pledge of allegiance.

Approval of Minutes:

Minutes from the April 13th meeting reviewed. Craig had two corrections; page 1 under Agricultural Commission, should read "no letter was received" and page 2 under appointment of members, Conservation Commission should be added to the list of boards Clifton is a Selectmen's Representative too.
MOTION: Clifton moved to accept the minutes April 13th as amended, seconded by Craig. A vote was taken; Craig & Clifton in favor, Ernie abstained. Motion Carries.

Public Comments:

Susan Marquis, Lyford Road resident spoke regarding a recent claim she has filed with DES regarding her neighbor Geary Ciccaronne. The formal complaint filed with DES claims Mr. Ciccaronne is backfilling a wetlands and polluting the ground water. DES has visited the site and Ms. Marquis is waiting for the test results.

Richard Nordin Tumbledown Dick Road resident requested the Selectmen consider being more proactive when it comes to the maintenance and condition of Tumbledown Dick Road. He requested the Selectmen not wait till the road is in great disrepair before repairing it but maintain the road in "good" condition all the time.

John Capristo resident of Tumbledown Dick Road also spoke about the condition of Tumbledown Dick Road. He has made several calls recently complaining about the condition of the road and received no response. He noted that ~ 5 weeks ago minor repairs were done but the road is in still in disrepair. He referred to standards that are required for all class 5 roads and feels these standards are not being met and feels there are liability and environmental issue with the current condition of the road, not to mention damage being caused to vehicles as a result of traveling the road.

Martha Pike who does not live on Tumbledown Dick Road but had traveled the road recently as part of a scenic drive explained she was appalled by the condition of the road. She feels the town is responsible for the road and feels we should see it is repaired.

Report of Town Officials:

Road Agent Ed presented four intents; three to cut, one to excavate. Selectmen signature required. The intents were filed for the following properties: Cuts - Map 18/Lot 21, Map 6/Lots 7&8 and Map 14/Lot 1. Excavate - Map 11/Lot 1.

As requested at the last meeting Ed presented cost and time estimate for the repairs to Tumbledown Dick Road. The estimate includes putting down 6" of gravel at the beginning from the end of the paved section to the Distler home, after the 1st large culvert widening the road and layering gravel, at #65 Tumbledown Dick Road the knob of the hill will be cut down a bit and the road widen in this section, at the long hill section of the road the rip-rap will be removed and

several turnouts added to prevent washout. The rough estimate for labor and materials to complete this project is \$26,000, time to complete estimated at two weeks. The board discussed what accounts would be charged for this work, after brief discussion a motion was made.

MOTION: Ernie moved to expend a maximum of \$26,000 to repair Tumbledown Dick Road, the 6" of gravel being added to the first portion of the road to Distler's will come out of the warrant article, the remaining will come out of summer maintenance and material, seconded by Clifton. A vote was taken, all in favor. Motion Carries.

Work to begin on this project next Monday.

Eaton and Walker Road repairs discussed. Ed explained that test pits have not been dug; he is planning to dig these Thursday after his scheduled office hours. The Selectmen requested Ed provide cost and time estimates for repairs to Eaton and Walker Road. Road project priority as follows: Tumbledown Dick Road, Eaton Road, and then Walker Road. The board requested Ed performs regular summer maintenance to Camp Road when doing the work to Tumbledown Dick Road.

The Selectmen thanked Ed for cleaning up the area around the bulletin board at Stoneham Corners. Daffodils will be planted in the area in the fall.

The weight limits on Stoneham and Garney Roads have been lifted.

Assessor Clerk Pam reported; she is in the process of reviewing Veterans exemptions; some were provide to the Selectmen for signature, more will be coming. Several current use applications were received while Pam was out of the office for medical reasons; the applications were received prior to the April 15th deadline. They have been processed for this year and are currently being reviewed by the Assessors. Avitar will be here tomorrow to look into a few land use issues. Our equalization rate has been set, the median rate is 111.8% but the Assessor suggests the rate be set at 104.8%. Pam will confirm this with DRA and the Assessors to determine what rate we should be using.

Treasurer Marilou presented checks to be signed and invoices to be reviewed and approved. She explained that March transactions will be added to the log book this evening. Our General Liability policy is up for renewal, she will renew this policy online; she is looking into adding the new salt shed building to the policy.

Tax Collector Diana presented the Selectmen with a list of 2009 tax liens. The liens for 2009 were ~\$32,000 which is lower than the amount liened last year. Diana will contact Nancy Dee to do the research. Diana requested guidance from the board regarding how to handle properties coming up for deeding. Prior to this evenings meeting the board discussed with town council how to proceed, they have agreed to develop a payment plan to allow tax payers an opportunity to get caught up. The details of the plan were discussed. All payment plans will be legal documents reviewed by town council, all payments scheduled in the plan would need to be made to avoid deeding. It is the responsibility of the property owner to contact the Selectmen regarding entering in to a payment plan. The agreement will be between the Board of Selectmen and the property owner. Diana suggests the Selectmen send a letter to all property owners with a 2007 lien (2007 liens are eligible for deeding this year) regarding this payment plan option. If no response is received we may need to consider deeding these properties. Pam suggests mailing these letters via certified and regular mail as not everyone claims their certified mailing.

Old Business **Sale of Sanborn Bridge** – A potential buyer has offered \$1,200. The email flyer to the snowmobile clubs has not been sent yet, Craig will do this by the end of the week. The Selectmen will make a decision at the first meeting in May.

Spring Newsletter – Sue Jalbert has begun preparing the spring newsletter to be included with the first tax bill mailing. The deadline for submitting entries is May 15th. The Gafney Library has requested copies of the newsletter for inclusion in new resident's mailings they distribute. Martha Pike asked why committee members are now omitted from the newsletter, only chairpersons are listed. This information use to be included. Space limitations resulted in this information being removed, if space allows this can be included.

Timber Regulation – The public hearing on the Timber Regulation was scheduled and will be held on May 25th at 6:30 PM, preceding the Selectmen’s Meeting. The board briefly discussed adding language allowing a bond to be required if damage is noticed mid-project, Ed has contacted DRA and is waiting to hear back from then, he will follow up. Ernie suggests we consider including in the information packets language that the town strongly encourages clipping of slash. This will need to be considered further.

Appointment of Members to Boards and Commissions – The Agricultural Commission requested appointment of Mike Tsaltis and Rick Surette to full members, they will fill spots created by recent resignations.

MOTION: Clifton moved to appoint Mike Tsaltis and Rick Surette as Agricultural Commission members, both with terms expiring 2011, second Ernie. A vote was taken, all in favor. Motion Carries.

Craig read letter received from Tom Lavender requesting re-appointment of Jay Badger and himself to three year terms to the Zoning Board of Adjustment.

MOTION: Ernie moved to appoint Janet Murfey and Bill Nelson to a three year term to the Zoning Board of Adjustment, seconded by Clifton for discussion. Ernie addressed the reason behind his motion; he explained he has some concerns over recent actions of the ZBA, including violations of 91A, specifically failure to post meetings. Both members nominated have agreed to serve. **A vote was taken, Clifton and Ernie in favor, Craig opposed. Motion Carries.**

Report on Earth Day Breakfast/Town Cleanup – Craig reported, ~40 people were served and 19 people signed up for cleanup.

Billing for CEO hours – The board discussed issue of Ed not billing regularly for hours related to CEO position. The Selectmen requested Marilou to begin cutting monthly checks compensating him for work associated with this job.

Cell Phone for Road Agent – The 2010 budget included the purchase and monthly access fees for a cell phone for the Road Agent. This will be a town phone and number; if the Road Agent were to leave the phone and number will transfer to the new Road Agent. The plan will be a basic unlimited plan with no texting. The board agreed to this purchase. Marilou and Craig will work together on this; the goal is to have the new phone and number by May 15th so the new number can be included in the newsletter.

Class VI Section of Mountain Road – The Conservation Commission was contacted by Art Slocum regarding repairs to class VI section of Mountain Road. They are requesting pot holes be filed in, the area to be repaired is ~1800 feet. The board addressed concerns over repairing a class VI road. The publication “A hard road to travel” refers specifically to not allowing Selectmen to spend tax dollars to repair a class VI road besides repairs for emergency lane. The board feels the Conservation Commission should be discharged from this completely as they cannot maintain town roads. The board discussed holding a public hearing to declare this an emergency lane, it was suggested if this occurs that Jeness Road also be consider. Further research will be done and LGC contacted to discuss options before moving forward. Ernie will contact Art Slocum and let him know the board is not prepared to proceed at this time.

Plan of work 2010 – The board would like to develop a proactive plan to keep the public more informed. Craig requested the board present suggestions and ideas, upon receipt work will begin on a plan for 2010.

New Business

Review/discuss draft of proposed road regulations – Ernie has prepared a 3 documents with written guidelines for the Road Agent. Drafts of the documents were distributed for review. The goal is to establish a standard operating procedure. The Selectmen will review and provide feedback on the drafts. Upon further review a workshop and public hearing will be scheduled.

Other – FEMA working on updated flood insurance study.

We are members of the Wakefield Chamber of Commerce as a municipality.

The board thanked everyone who participated in town cleanup.

Town Mail Mail reviewed.

No new business before the board, meeting adjourned at 8:50 pm.

Respectfully submitted,

Jennifer Sonricker
Administrative Assistant