

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

**SELECTMEN'S MEETING MINUTES
September 28, 2010**

Attendance: Clifton Camp and Craig Evans, Absent: Ernie Brown
Staff: Assessor Clerk Pam Frazier, Road Agent Ed Nason, Tax Collector Diana Peckham, Administrative Assistant Jennifer Sonricker and EMD Brad Williamson
Special Guest: Gary Roberge, Avitar Associates
Public in attendance: 7

Meeting called to order at 6:40 PM by Chairman Craig Evans, he led us in the pledge of allegiance.

Review of Minutes – 8/24 & 9/14 postponed to another meeting.

Public Comments:

Frank Frazier presented the Selectmen with a letter regarding continuing concerns over expansion of Happy's Firewood, his concerns will be reviewed by the Selectmen.

Perambulation Report/Nate Fogg – Due to a conflict Nate Fogg was unable to attend, report postponed to meeting in October.

Public Officials:

Avitar – Reval Report – Gary Roberge

Gary Roberge with Avitar Associates addressed concerns over Happy's Firewood. As part of the revaluation Avitar evaluated Happy's Firewood operation to determine if the business is having a negative impact on surrounding property values; the impact resulted in a 5% penalty to abutting properties and a 10% penalty for the immediate property. He feels the operation is not as offensive as area race tracks in NH and they receive a 5-10% penalty. A comprehensive revaluation report was provided to the Selectmen, the entire report is also on a CD that can be uploaded to the website if desired. The report includes comprehensive reports on how preliminary conclusions were determined. Gary reviewed several of the adjustments. The base waterfront value was adjusted from \$350,000 to \$300,000, this triggered discussion over waterfront assessments. Gary explained lakefront property values have not lost their market value compared to losses incurred by non-lakefront properties. The report contains pictures and descriptions of all waterfronts and views and provides a great tool for comparing similar views and assessed values. Views and waterfront are two of the many factors that affect the assessed value. Gary asked the Selectmen to call with any questions. Given the current sales the data is accurate but this could change and can be addressed.

Frank Frazier asked the Selectmen to consider have the revaluation report loaded on the website, this will be discussed when all Selectmen are present.

Assessor Clerk – Sign MS-1

Pam presented the MS-1 for signature. Total valuations are down 10.2%. Pam will make copies of all new property cards for the books tomorrow.

The Selectmen briefly discussed a computer terminal for public viewing of tax cards. A computer and monitor have been donated for this purpose. The Selectmen will discuss this further when all are present.

BOS – Report on Primary Election

Craig reported; the election went smoothly though a long day for many. There have been significant Federal changes which have affected things at the State level. We had 33% voter turnout.

Treasurer

Marilou was excused but in advance provided the Selectmen with checks to be signed and invoices to be approved.

Website Sub-committee

Jennifer provided an update on Saturday's meeting. The sub-committee drafted a website mission statement which was given to the Selectmen for consideration of approval. If so directed by the Selectmen the committee would like to start work on a policy/rules of procedure for the website.

Road Agent

Ed provided an update. Road side mowing is complete; they were able to go back further in many areas opening it up more. Excavation for new gas lines and electrical connections has been delayed until the gas company can come out, this should occur first week in October. Road side ditching has been delayed because of a malfunctioning sweeper; Ed is working to remedy this and is hopeful it will begin next Monday. A third bid has been received on Eaton Road paving project, this was the highest of the three. Based on quotes Lakes Region Paving will be used for the project. Ed asked where to place the granite benches while excavation between the two buildings occurs; the Selectmen requested they be placed in front of the Town Clerks window.

Intent to cut presented for Map 19, Lot 10 and Map 20, Lot 3. It was questioned whether these lots go near the historic cellar hole, Ed will check.

Tax Collector

Diana presented a letter received from Terry Ward with regards to yield tax. He is requesting the town pay 10% of the cost to have the brush removed. Ed will look into this.

Diana presented a tax deed for Map 5, Lot 20 to the Selectmen for signature. Once the property is deeded it comes off the tax rolls as it belongs to the town. Insurance will be added to the property tomorrow. A complete file on the property was given to the Selectmen for their records, included in the file are the supporting documents proving that all State requirements have been met. Diana will now track all costs associated with the property as these will need to be reimbursed if the property is sold.

Diana addressed concerns over article in the paper. The paper stated the Tax Collector would send letters to property owners up for deeding when in actuality the Selectmen were the ones to send the letters. At an earlier meeting it was discussed and decided the letters should come from the Selectmen, which they did.

Craig reviewed request for restraining order from property owner up for deeding and court date. The court decision was made and the restraining order was not granted. As a result of this restraining order Diana is requesting not to meet alone with the person who requested the restraining order, she feels her integrity and the Town of Brookfield's was questioned and would like someone present with this person so there is a witness to her actions. The Selectmen agreed with this request.

Diana presented sample copies of how Wakefield handles welfare clients who own property; Wakefield puts a lien on their property.

Emergency Management Department

Brad reported; his review of Automated External Defibrillator (AED) equipment is complete; the units he recommends for purchase will cost \$1600 for both, two wall mount adapters are included in this price. This leaves \$1,100 in the budget for antenna and related equipment, anticipated cost for this equipment is \$700. The Selectmen agreed to have Brad continue with purchase of AED equipment and to obtain solid cost estimates on emergency radio equipment. Pam requested a class be held on how to use AED equipment, Joint Loss Management will arrange this.

Old Business:

Stoneham Road discussions & Road Committee Report, 9/14/10

Postponed until all Selectmen are present, a special meeting may be scheduled if necessary. Ed reported on request to obtain State aid for Stoneham Road repairs, he has made several calls but the class of the road does not qualify for the funds being allocated as part of the stimulus program. Removal of trees at hill near end of Moose Mountain Road (in front of Kinville property) discussed briefly. The Selectmen suggested Ed meet with Mr. Kinville and have a written agreement in place even though road work planned is within the town's right of way.

Update on Personnel Policy, Schedule Hearings for Proposed Road Regulations & Lyford Road Update

All postponed until all three Selectmen are present.

New Business:

Town Cemetery Annex – possible locations

The town cemetery is near full or possibly at capacity. Nate Weeks presented a proposal for new cemetery on town owned property on Garney Road. The lot is ~.5 acres; it is a wooded lot with decent drainage. He suggests the lot be cleared with the exception of a few hardwoods. A logger doing work in the area has agreed to clear the lot at no charge while he is doing work on Mr. Week's property. There are no saw logs on the property and the wood would all be chipped. The town would need to have the stumps removed but there are not large stumps on the property and fill would be required. Frank Frazier addressed his concerns over this proposal, a few years back when he was a cemetery trustee this lot was looked at and rejected because of its small size. Once setbacks are considered there is not much space left. He also reported the lot was quite wet when considered 6+ years ago. A lot on Tibbett's Hills/Burwell Road suggested. The board discussed long term plans and feels initial research should be done to determine what size lot is needed. The board suggests parameters be determined and a plan developed that accommodates 10% of the current town population. A suggestion was made to put a note in the newsletter asking residents if they are willing to donate land for a town cemetery

Pot Luck

Craig proposes the Selectmen sponsor a pot luck on November 13th, all present were in agreement. More information will be forthcoming.

Other

Pam explained the current 5 year contract with Avitar is up this year. A new contract proposal will be coming from Avitar shortly.

Pam provided an update on Map 15, lot 5 acres discrepancy, based on Cartographics review of deeds and plot maps the property is 118 acres.

Adjourn:

Meeting adjourned at 8:40 PM.

Respectfully submitted,

Jennifer Sonricker
Administrative Assistant