

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

**SELECTMEN'S MEETING MINUTES  
October 26, 2010**

Attendance: Ernie Brown and Craig Evans (Absent: Clifton Camp)  
Staff: Treasurer Marilou MacLean, Road Agent Ed Nason, Tax Collector Diana Peckham, Administrative Assistant Jennifer Sonricker and EMD Brad Williamson  
Public in attendance: 9

Meeting called to order at 7:00 PM by Chairman Craig Evans, he led us in the pledge of allegiance.

**Approval of Minutes:**

- Postponed till next meeting.

**Introduction, Craig Nichols, DRA Assessment Representative:** Craig Nichols was introduced as our new DRA Assessing Representative from the State; he has been doing assessing and appraisal work with the state for the past 20+ years. He questioned the current status of the Assessor Clerk position, the Selectmen have placed an ad in the paper requesting bids from assessing companies, included in the bid request is the option for the company to provide their own Assessor Clerk. After bids are open on 11.23.10 the board will determine whether an Assessor Clerk is needed and will advertise for this position if necessary. Mr. Nichols will continue the on-going audit already in process by the state; Craig Evans will be the contact person for the audit and all other assessing needs in the immediate future. Mr. Nichols requested a copy of 2009-2010 building permits. LUCT (Land Use Change Tax) forms will be reviewed; a sample is needed to ensure proper protocol is being followed. The tax collector can provide this.

**Nate Fogg – Perambulation Report:** Postponed to another meeting.

**Diane Smith – Alliance for Transportation (ACT):** Diane Smith, Brookfield resident and Manager of Coordination Planning & Operations for COAST (Cooperative Alliance for Seacoast Transportation) provided a brief overview of “The Community Rides” initiative. The Community Rides is a new program operated by COAST to improve community transportation in the Southeast NH region. This is not affiliated with Carroll or Stafford County Transportation. The goal is to have a small mini bus that will be operated by volunteers who will be screened and trained by COAST. The main focus is the elderly and disabled but others can use the service if space allows. This is a fee based system. Service will be provided to the communities of Brookfield, Wakefield, Milton, Middleton & New Durham and will likely run one day a week to each community. Curb to Curb service will be provided, meaning customers will be picked up at their home and brought to their desired location which will likely be shopping and/or the pharmacy. The goal is to provide service beginning in April. Things are still in the planning stages and input from communities is welcome and encouraged. Currently ACT is looking for help identifying users and volunteers. Volunteers to drive are needed. There will not be specific routes as service will be provided on demand. Those looking for additional information can contact Diane Smith at 743-5777 ext 112.

**Public Comments:**

- Dick Peckham questioned why 8 residences near Happy’s Firewood are being penalized 5-10% on their property values as a result of noise and other issues. He questioned whether this could be considered spot zoning and wondered if this is a commercial operation in a residential zone. The tax cards for these 8 properties all indicate industrial location. Gary Roberge from Avitar brought this to the attention of the board and public a few meetings back and Mr. Peckham suggests he return to further address this issue. He expressed concern over current zoning being trumped by our Assessing Company. Mr. Roberge will be contacted to follow-up and attend a future meeting.

## **Public Officials:**

### **Treasurer**

Marilou presented checks for signature and invoices for approval. The MS5 was presented for signature; Clifton will be contacted to sign if all three Selectmen signatures are required. The Workman's Comp. Policy has been received from Primex. Profit and Loss thru 10/25/10 was presented for review. The Wolfeboro Parks and Recreation rate in 2011 will stay the same and the payment issue with them has been resolved.

### **CEO/Road Agent**

Ed reported. Ground work between the towns buildings is mostly complete, what remains is compacting the area and spreading the loam. After being questioned whether the swale was sufficient, Ed reported the drop off from the buildings to the center is ~6 inches and is sufficient slope to drain water away from the buildings. Ed requested permission to put stone under the drip edge, all agreed. All paved sections of Moose Mountain Road and Lyford Road have been ditched. Upcoming projects include adding gravel to Tibbett's Hill (end of this week) and begin work on Walker Road.

### **Emergency Management Department (EMD)**

Brad asked if the Selectmen would consider other vendors for propane now that the town owns the propane tank, the Selectmen are willing to consider other vendors, Our Town suggested, the town at one point had applied to be a member of the cooperative.

### **Fire Warden**

Brad reported. The forestry truck has been put away for the winter and is being stored in the Union fire building. He reported on call to Stoneham and Garney for brush fire, the property owners had a burn permit and everything was under control.

### **Road Committee**

Brad reported, in response to complaint regarding quality of work on Moose Mountain Road the Road Committee members and Selectmen looked at the work performed, all are satisfied with the quality of the road work done.

### **GWRSD report**

Ernie reported. Phase I (Arts Center) is ahead of schedule, temporary classes will be setup for middle school classes after winter break. Moving some classes to this building temporarily will allow renovation work to the second floor of the middle school to begin.

### **Trustee of the Trust Funds**

Verbal resignation has been given from Don Albro, a replacement will be needed.

### **Old Business:**

#### **Election – 11/2**

The polls will be open from 8:00 AM – 7:00 PM. Bob Russo and Bill Marsh will setup the room on Sunday. Bill requested any burned out lights be replaced before Election Day.

#### **Potluck Dinner – 11/13**

The Selectmen have scheduled a pot luck dinner for Saturday, November 13<sup>th</sup>. The goal is to have entertainment, more information to follow.

### **New Business:**

- **Republican Ballot “Inspector of Election”, as required by RSA 658:4** - Rose Zacher has volunteered to serve as inspector of elections for the Republican Ballot. **MOTION: Ernie moved to appoint Rose Zacher as inspector of Elections, seconded by Craig Evans. A vote was taken, all in favor. Motion Carries.**
- **Conservation Commission Nomination – MOTION: Ernie moved to nominate Dick Peckham as a member of the Conservation Commission, seconded by Craig. A vote was taken, all in favor. Motion Carries.**
- **Budget Hearings** – Dates discussed briefly. Exact dates will be selected and posted shortly.
- **Notary Public** – Virginia McGinley, Town Clerk, has applied to be a notary.

- **Flag** – Flag in front of Town house needs replaced. Ernie will contact Senator Gregg’s office to see if a flag can be provided. The current flag was granted by Senator Sununu.

**Mail:**

Mail reviewed. Food Pantry has sent a letter regarding loss of current location beginning spring 2011. They are inquiring about a possible location in Brookfield and asking for input on possible locations. Possible town locations briefly discussed, further options will continue to be discussed at a later date.

**Adjourn:**

Meeting adjourned at 8:30 PM.

Respectfully submitted,

Jennifer Sonricker  
Administrative Assistant