

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

**SELECTMEN'S MEETING MINUTES**  
**February 22, 2011**

Attendance: Ernie Brown, Clifton Camp (chair) and Craig Evans

Staff: Treasurer Marilou MacLean, CEO/Road Agent Ed Nason, Assessor Clerk Jessica Robisneau, Emergency Management Director Brad Williamson and Administrative Assistant Jennifer Sonricker  
Public in attendance: 6

Meeting called to order at 6:35 PM. Ed led us in the pledge of allegiance.

**Approval of Minutes:**

After a brief discussion it was decided the Joint Loss Management (JLM) meeting minutes and the Selectmen's meeting minutes should be separated. The minutes were acted on separately with JLM minutes being approved by members of the JLM committee who had a quorum present at tonight's meeting.

- Minutes 2/8/11 Selectmen's meeting - **MOTION: Ernie moved to accept the minutes of February 8, 2011 as presented, seconded by Craig. A vote was taken, all in favor, motion carries.**
- Minutes 2/8/11 Joint Loss Management meeting - **MOTION: Brad moved to accept the minutes as presented, seconded by Jennifer. A vote was taken, all in favor, motion carries.**

**Public Comments:**

Ron Fountain expressed concern that the Moderator had not yet received an official copy of the warrant or ballot. The Selectmen explained that the ballot comes from the Town Clerk and it is their understanding it was delivered to the moderator's office today. The final warrant will be emailed to him tomorrow pending one final change.

**Bernard and Zina Cerrone:**

Bernard Cerrone expressed concern to the board regarding recent damage to his stockade and cedar fences adjacent to the road. He explained that both fences have been installed for 10+ years with no damage but this year both show signs of damage caused by plowing of snow. He is looking for guidance from the Selectmen as to what recourse he has. The Selectmen reviewed NHDOT questions and answers about snow removal operations as a base line to understand how the state deals with such issues. The Selectmen explained that until the snow melts and the damage can be truly evaluated no decision can be made. The Selectmen will address this issue when the snow melts.

**Report of Town Officials:**

- **Assessor Clerk** - Craig introduced Jessica Robisneau, our new Assessor Clerk, she begins work tomorrow. Craig will provide brief training on office procedures tomorrow: formal training will begin in May.

Craig reported; two more abatement filings and a tax payment deferral request have been received. All have been forwarded to Avitar.

- **Road Agent** - Ed reported: during the last two storms he has sprayed, it has worked well, the product is most effective if applied to dry roads just before snow fall. Upcoming annual road maintenance projects discussed. The Selectmen requested Ed compile a list of projected projects

planned for the upcoming year. Given the tight budget regular road maintenance projects will need to be prioritized.

- CEO - Craig presented the Selectmen and Ed with rough draft of letter regarding issue with new home being built on Governor's Road. The issue has been discussed at the last several Selectmen's meetings. After a slight change all agreed to the wording of the letter, Craig will prepare and leave for the chairman to sign. The Selectmen would like to meet with the property owner to discuss what action should be taken. Rich Zacher questioned if there is a policy in place to prevent type of issue from occurring again to which Ed explained there is.

Ed was reminded to arrange to have a protective cover built over the plastic storage containers at the salt shed, this will occur after the snow melts.

- Heritage Commission - The Heritage Commission will be hosting a Town Coffee on Saturday February 26<sup>th</sup> from 8:30- 10:30 AM. The coffee will provide an opportunity for the Heritage Commission to talk to the public about the historic preservation warrant article.
- GWRSD - Ernie reported; there are some changes in the state funding that could affect our town taxes. Additional research is needed, updates will be provided as the true impact is learned.
- Treasurer - Bills presented for approval. Mr. Martineau has been contacted to complete the MS-5; he can have it completed before April 1st. A member of the Select board will meet with him next week. January's profit & loss was presented to the board for review, a detailed report and budget comparison report were provided.

#### **Old Business:**

**Petition Warrant Article #4 informational session** - Brief discussion occurred regarding warrant article #4 which deals with splitting the Annual Town Meeting into two days. The warrant article does not move the second session to Saturday; it allows the date of the second session to be selected by the Selectmen. The date of the second session could change from year to year as it is selected at the discretion of the current Select board. Ron Fountain, the petitioner addressed this warrant article, many signatures were obtained; he received overwhelming support. Ron was invited to attend the Town Coffee on March 5m as this will be discussed in more detail.

**Lyford Road Posting** - Authority to post "No Thru Trucks" on Lyford Road discussed. Extensive research of the archives has been done to find a vote authorizing this, nothing has been found. The RSA authorizing the Selectmen to post roads is quite clear; exact weight limits must be posted (the current posting does not specify a weight limit) and a bona fide reason for the posting must exist. RSA 231:190 & 191 were read. The need for a public hearing discussed including the requirement for the minutes of the public hearing to reflect testimony from the Road Agent or a Highway Engineer as to the need for the posting. A member of the public who lives on Lyford Road feels the posting helps to minimize traffic, and on a residential road is necessary for peaceful enjoyment, he suggests grandfathering the current posting if necessary. A comment was made regarding possible school district concerns, given it may be hard at the narrow sections of the road for the school bus and a truck to safely pass. Ernie explained that buses across the district travel many narrow dirt roads and he is not aware of any policies regarding this. A suggestion was made to contact UNH to see if an Engineering student may be available to help with a study of the road; Rich Zacher will contact UNH on behalf of the Selectmen. A date will be set in the future for a public hearing.

**Warrant Articles** - An additional warrant article is needed and will be added to the final warrant. The warrant article is to have \$6,000 added to property revaluation revocable trust.

**MS6 & Town Budget** - The Selectmen discussed with Marilou the MS-6 and 2011 town budget. The overall budget needs to increase by \$5,000 because of the outlay of money. After this change the total appropriations with warrant articles = \$754,024, without warrant article = \$599,274. The Selectmen were in agreement. Marilou will make the necessary changes to the MS-6 and leave it for the Selectmen to sign and post. Marilou was commended for all her hard work. Decrease in revenue stream discussed briefly, motor vehicle receipts, building permits and yield taxes are all down considerably.

**Town Coffee** - Heritage Commission hosting Town Coffee on February 26<sup>th</sup> to discuss WA #8. The Selectmen will host Town Coffee on March 5<sup>th</sup>; this will provide an opportunity to meet the candidates running for public office and discuss warrant articles.

**New Business:**

Crack Sealer discussed, the purchase was authorized in November. The Selectmen requested Ed purchase the unit previously discussed and approved. The crack sealer will be town equipment to be used by the road agent.

**Non Public Session:**

**MOTION: Ernie moved to go into non public session pursuant to RSA 91-A: 3,11 (c), to discuss tax abatement issue, seconded by Craig. No discussion. A roll call vote was called; Ernie - yes, Clifton - yes, Craig - yes. Motion carries.**

*In Non-public Session*

The Board met in non-public session to discuss tax abatement request. Additional follow up with the property owner is required before a decision can be made.

**MOTION: Ernie moved to come out of non public session seconded by Craig. No discussion. A roll call vote was called; Ernie - yes, Clifton - yes, Craig - yes. Motion carries.**

*Out of Non-public Session*

**MOTION: Ernie moved to protect the minutes of non public session until resolution of case, seconded by Craig. No discussion. A roll call vote was called; Ernie - yes, Clifton - yes, Craig -yes. Motion carries.**

Town Mail - Mail opened and reviewed.

Meeting adjourned at 8:50 PM

Respectfully submitted,

Jennifer Sonricker  
Administrative Assistant