

**TOWN OF BROOKFIELD, NH
267 WENTWORTH ROAD
BROOKFIELD, NH 03872**

**SELECTMEN'S MEETING MINUTES
JUNE 28, 2011**

ATTENDANCE: Ernie Brown, Chair, Clifton Camp, William Nelson
Treasurer Marilou Maclean, Assessor Clerk/Administrative Assistant Jessica Robischoeu, and Road Agent/
CEO Ed Nason, Jennifer Sonricker, Website subcommittee chair

PUBLIC IN ATTENDANCE: 5

Moment of silence was given for Jim Whittemore, former Brookfield Selectman whom passed away June 16, 2011

Approval of Minutes:

06/14/2011- MOTION: *Bill moved to accept the minutes from June 14, 2011 as presented, seconded by Clifton. Marilou interjected and asked for changes as follows:*

Marilou Maclean requested correction to Page 1, Under Treasurer. In sentence 2, she requested Marilou did not receive the report from the town clerk, instead of "figures for the motor vehicles permit".
MOTION to approve as amended made and passed on June 28, 2011.

- 2) Marilou Maclean requested correction to Page 2, Under Old Business- Motion- to replace the wording "schoolhouse" to townhouse. MOTION to approve as amended.

A vote was taken, all were in favor with changes, motion carried.

Ernie noted that the Perambulation will be delayed until future Selectmen's meeting.

No Public Comments

REPORTS OF TOWN OFFICIALS PRESENT

- **Treasurer-** Marlou stated the Town Clerk report for May has just been received. One check and bills were signed. Concern was noted over the amount of money in the account. The town owes \$350,000 to the GWSD by August. Clifton questioned if we could pay and amount in July so it would not be such a large sum. On the bill, it stated a payment can be made of \$189,000 due July 1st, and the remaining for August. The selectmen also questioned the bill due to Wakefield, which is in the amount of \$57,000 due July 1, 2011.
- Marilou stated she just received notification stating whom her vender is for the Energy Alliance.
- Clifton questioned a bill for \$141 for Airgas- it is for the annual contract. Ed & Brad are now finished with the tanks and Ed will look into how much is left in the tanks and returning the tanks.

- **Website-** Jennifer Sonricker presented to the Selectmen that Virtual Town Hall is currently working on the design and then in two weeks, they will be working on the content for each department. She has sent an e-mail out to all department heads to work on submitting what content they want posted on their department's page. They are looking for uniformity in each page. A checklist is to be posted at the town office building. Ernie asked Jennifer to create a list of what each department should include and e-mail him so he can then e-mail to all departments.

- **Assessor Clerk-** Current use application for Map 26 Lot 10 was presented for approval. Clifton had questions as 10.3 acres of the 11 acres was being placed into current use and wondered if there was a minimum for non-current use section. In addition, there was a dock area and Clifton questioned if the walkway from the house to the dock/shed area needs to be out of current use and it was in current use on the map. Ernie asked to contact Avitar and to table this until the next selectmen's meeting.

Code Enforcement Officer - Ed Nason presented one intent to cut on Map 15 Lot 12 & 12A- Moose Mountain Road.

-Bill questioned Ed regarding the Gooch Property where logging happened over the winter and wanted to know if the wall will be restored. Ed confirmed that the wall will be restored.

-Ed stated a Certificate of Occupancy was issued for Map 10 Lot 66- Governor's Road

-Thursday, Ed will be in a gravel pit seminar in Thorton, Nh.

- New code books are being ordered.

- Ed mentioned to the selectmen that he would like to take classes to become a Certified Inspector.

- **Road Agent-** Ed stated the Clark Rd railing will be installed the week of July 18th.

-Stoneham Road grinding will start on Thursday 6/30 and FR Carroll has been contracted to do all work, gravel, grinding and paving.

- Ed stated that 8 ½ tons of cold patch will be coming in. Price of \$69 a ton was given.

Emergency Management Director- Brad Williamson left on an emergency call but Ernie read an e-mail from Brad regarding the new forestry truck and the old forestry truck. Brad is almost done with the forestry truck only needs to build a new tool box. Due to the budget, the cost will be for materials and no labor. The truck has come in over budget by \$355. Brad suggests trading in the old forestry truck for scrap for \$500 and Brad is willing to trade the old power pull saw for \$55 as it has not been used and needs approximately \$200 in repair. Ed to look into if the pull saw is broken.

- Bill raised a question as to opening up a bid to the public for the forestry truck. A suggestion was made that if it was going to be scrapped, then it could be parted out also.

- It was noted that the bid will be placed in 'as is' basis.

- Ed then suggested bidding out old plow gear, if not used.

- Selectmen asked Ed to make a list of equipment not used and available for bid.

- Question was made on whether or not the old forestry truck should be taken off the insurance policy. It was decided to keep the truck on the policy until it is sold.

- Bill asked the public if anyone has a piece of countertop, they would like to place the Emergency Management Equipment on the countertop.

GWRSD- Ernie stated there are a total of 293 people working on the reconstruction. 85 Tons of scrap has been taken away and asbestos is being removed.

Heritage Commission- Marilou stated the articles on the grant received will be in the newspaper this week. July 16th, the archeologist will be on site and looking for a Barn and a cellar hole. Suggestions for different barns in town were given to Marilou.

Joint Loss Management- Ernie has asked Rick Zacher to review the procedures for the Joint Loss Management Committee and asked Rick to become involved in the committee.

Selectmen Minutes- June 28, 2011 (Approved)

Page 2 of 4

Planning Board: Clifton stated the work session was to sign the plat for the Johansson's subdivision.

Webmaster: previously covered

Old Business: Ernie stated the townhouse was painted and semi-gloss paint was used. Bill commented that he was impressed with the cleanup of the chipped paint.

- Ernie stated that the energy audit was received last week, copies given for files, to Marilou and other selectmen. The Town office was noted that nothing was needed. The Townhouse, however, needs insulation which causes concerns which needs to be discussed with the Heritage Committee. Marilou was asked to review with the Heritage Committee and notify what needs to be deferred until the report is completed in July and August.
- Town Cemetery- No updates given
- Moose Mountain Letter- Ernie received a letter regarding the top of the road appearance was in poor after trees were cut. Ernie assured that loam is being brought in and will be seeded shortly. Letter will be passed to the other selectmen.

New Business: Bill brought up the Town Report format needs to be addressed. Clifton will be calling Town & Country on the cost of changing the format to a full page format.

- Ernie read a letter from Jim Bennet regarding Drew Farm Map 18 Lot B & C being taken out of current use last year. Clifton is to call Avitar as he has been the contact. Avitar has not given him a reason for this.
- Ernie read a letter from the State of NH regarding the Audit Report for the Town Clerk stating all information was accounted for. Ernie asked Administrative Assistant Jessica Robisneau to type a letter of thanks to the Virginia McGuinely for her hard work.
- Marilou commented that Time Warner Cable has stopped by her house stating that cable is now available in the area but raised concern that she was out of Keene, NH which is far from Brookfield, NH. Clifton stated that the service will not be coming out of Keene but she must be a representative out of Keene. Marilou stated that it seemed crazy to have a representative from that far come to knock on people's door to sign up for cable. In addition, there may be several representatives knocking on door's to sign up for cable.

Meeting adjourned at 7:53pm

Respectfully Submitted,

Jessica Robisneau
Administrative Assistant

Selectmen Minutes- June 28, 2011 (Approved)
Page 3 of 4

Correction/Amendments to June 28, 2011 Selectmen's Meeting:

- 1) Marilou Maclean requested correction to Page 1, Under Treasurer. In paragraph 2, she requested "Marilou stated she does not know who the vender is for Energy Alliance." MOTION to approve as

amended made and passed on July 12, 2011.

2) Marilou Maclean requested correction to Page 2, Under Code Enforcement Officer-last line- Ed to become a Certified “Building” Inspector. MOTION to approve as amended made and passed on July 12, 2011.

3) Marilou Maclean requested correction to Page 3, Under Old Business, second to last line, insert the word ‘condition’ after poor. MOTION to approve as amended made and passed on July 12, 2011.