

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

**SELECTMEN'S MEETING MINUTES
September 13, 2011**

ATTENDANCE: Selectman, Ernie Brown, Chair, Selectman Clifton Camp, Selectman William Nelson, Treasurer Marilou Maclean, Assessor Clerk/Administrative Assistant Jessica Robischeau, Road Agent/CEO Ed Nason, Tax Collector, Diana Peckham, Emergency Management, Brad Williamson

PUBLIC IN ATTENDANCE: 11

The Pledge of Allegiance was led by Clifton Camp.

Public Comments:

Rob Collins read a letter written to the Selectmen regarding the quick response by Ed Nason during Hurricane Irene. A tree had fallen down on the road in front of his house causing a safety issue for vehicles, especially as night fell. He wanted the Selectmen aware that Ed Nason did in wonderful job in responding to the safety issue.

Bill Nelson stated that he received complaints from residents in town regarding the Anderson yard sale on Rte 109 where they expressed concern over traffic issues and signage. There was one complaint from a Wakefield resident regarding the amount of yard sales allowed. Ernie stated that he has spoken with the police chief. The police stated they would keep there eye on the traffic situation. Ernie noted that this issue has come up in the past. Diana Peckham stated she did call the police station once while trying to get home as she had a problem with the traffic. Clifton recused himself and sat in the audience from the board for the discussion as he or his son has been involved in the yard sales. The yard sales are held Memorial Weekend and Labor Day Weekends and the weekend following the holiday weekend. So far, there have been 4 yards this year. Clifton stated that Mr. Anderson does ask the people to park far off the road. A resident stated that if this was considered a home occupation, then off street parking would be required. Clifton resumed his position as Selectmen. Ernie asked Clifton to speak with Mr. Anderson to explore different options for parking.

Brad Williamson brought concerns to the Selectmen regarding the bidding process:

- He thought the ad that was placed in the paper was generic. It did not furnish any details about the items but only what the item was. He felt that the ad would discourage people to bid instead of encourage them.
- Brad stated that there was a break in to the forestry shed and he will need to file a vandalism report with the Wakefield PD. Ed Nason stated that he was the person who popped off the lock as he had been asking for the key to the shed to show some of the items for bid, and he did not receive it. Ed will repair any damage and the lock for the shed.
- Brad asked if we are selling the plow gear off the truck, then who is going to remove it? It is expensive to put it on and will not be cheap to take it off.
- He raised concern over the person to contact for information regarding the items for bid. Ed Nason was the contact and also would be the primary bidder for the items.

Ernie stated that from his experience, it was better to put a small amount of information regarding what was being sold in order to peak one's interest to call. He went on to state that Ed was the contact as he was the only one who knew all the information regarding any of the items up for bid. Ed did receive many phone calls asking for information about the equipment. The Selectmen understood the concern of Brad and took responsibility for this. Clifton went on to state that as stated in the previous meeting, **we reserve the right to refuse a bid if it's not an acceptable bid.**

Approval of Minutes for August 23, 2011:

Correction/Amendments to August 23, 2011 Selectmen's Meeting:

- 1) Page 2, second line, *change in to for*. Remove the next sentence, *The checks were lost by the bank after the deposit was made.*
- 2) Page 2, replace line 3 with *After the bank deposited the money into the Town's account, the checks were shredded, after 18 days. The money was never deposited into the Town's account.*
- 3) Page 2, sixth line, *change whom to who*
- 4) Page 2, ninth line, replace the line with *Diana wrote a letter to the property owners whom sent a replacement check and read it to the Selectmen, explaining what had happened.*
- 5) Page 2, next line, after the #39, insert *property* in front of owners.
- 6) Page 3, the line before Emergency Management- insert *The invitation to bid* will be placed in the paper.

MOTION: *Clifton moved to accept the minutes from August 23, 2011 as amended, seconded by Bill. A vote was taken. All were in favor; motion carried.*

Town Bids:

One piece of equipment was removed- the dump body and piston- as it was discovered that this was not owned by the Town. The Ford F350 will go out for rebid as the ad stated it was included with the dump body and piston. Clifton and Bill opened the 5 bids. The results are as follows:

1. Scott Ducharme- Front runner rake \$1155, Misc. Tools \$125, Plow & Gear \$2250, Highway Plow 10' \$500, Small sand spreader \$750.
2. Green Monster Landscape- Front runner rake \$205, Large sand spreader \$1025, GMC body (withdrawn from bidding)
3. Ed Nason- Small sand spreader \$550, Large sand spreader \$1550, Torches \$25, Plow Gear \$3500, Misc. Tools \$500
4. Bean Farm- Small sand spreader \$300, Highway plow 10' \$200, Front runner rake \$300, Dump body \$150
5. Alan Frederickson- Small sand spreader \$502, Large sand spreader \$629, Highway plow 10' \$152 Plow gear \$329, Front runner rake \$150, Dump body \$152

Highest Bidders:

- Scott Ducharme- Small sand spreader for \$750, Highway Plow 10' for \$500, Front runner rake for \$1155
- Ed Nason- Large sand spreader for \$1550, Torches for \$25, Plow Gear for \$3500, Misc Tools for \$500
- Alan Frederickson- Dump Body off the F550 for \$152- Selectmen decided this item was bid too low and did not accept this offer.

- ***MOTION-*** *A motion was made by Ernie to accept the highest bids, not accepting the bid for the Dump Body and removing the F350 truck from bidding. Bill seconded the motion. All approved and the motion carried.*

All bidders were to be notified by letter the results of the bids.

REPORTS OF TOWN OFFICIALS PRESENT

Treasurer- Marilou has been speaking with four local banks in search of possibly changing financial

institutions for Town business. The four banks were People's United, Citizens Bank, Meredith Village Savings Bank and Profile Bank. One bank, People's United, contacted Marilou at home after reading the local Granite State Newspaper regarding the issue with TD BankNorth. Marilou will gather all information from these banks and will present it to the Selectmen at the October meeting.

Tax Collector- Nothing to report

Administrative Assistant/Assessor Clerk- Jessica Robischeau asked the Selectmen to change her office hours from 8am – 12pm to 8:30am to 12:30pm, to accommodate her son's bus schedule. All Selectmen approved the change. This change is also for the Administrative Hours on the 1st, 3rd and 5th Friday of the month. The change is effective immediately.

-An abatement was presented to the Selectmen for Map 18 Lot4 B&C. Originally, the lots were taken entirely out of current use when, most recently, Avitar stated that .5 acres of each lot should be taken out of current use as this was the area disturbed and the remaining acreage will stay in current use. The abatement is to change the land use tax bill. All Selectmen signed the abatement request.

Code Enforcement Officer/Road Agent- Ed Nason had two building permits: Map 19 Lot 1 for a 12 x 12 Gazebo and Map 24 Lot 4 for a screened porch. Ed has been busy with Hurricane Irene. They had to re-grade some roads. The Tumbledown Dick Road held up well under the storm. Ernie made a comment that considering the rain received from the storm, the road held up exceptionally well and he complimented Eddie for his work.

Emergency Management- The first aid kits are in and stored in the Selectmen's Office until the cabinets are installed. The Town House was open during the storm and residents did use it for water and to charge their cell phones. The generator was working during the power outage. Brad mentioned that the generator will be serviced in the next 2-3 weeks.

GWRS- The middle school is ready to open on Monday September 19th. The kitchen is complete and the final paving will be completed tomorrow. The geothermal heating and cooling is up and running. The certificates of occupancy were scheduled for this week. Bus routes will be posted at the Town House. The high school gym will not be available but the locker rooms are. Middle School gym has a two week delay in completion. Construction will continue for another 10-11 months. Ernie reminded everyone that the school board will be meeting at the Town House on October 19th, 2011.

- **Heritage Commission-** Salmon Falls Architecture will be returning to the Town House to continue working on the survey.

Joint Loss Management- The Joint Loss Management Committee will be meeting after this Selectmen meeting.

- **Planning Board-** Ed Comeau stated they are still working on the application for conditional use. A letter was received from Strafford Region Planning Commission asking if Brookfield wants to participate in CEDS- Comprehensive Economic Development Strategy. Ed will put on a short presentation explaining the program at the October 10th planning board meeting.

Webmaster: The goal to go live with Virtual Town Hall is October 1st.

Old Business: Ray Dodier asked if a piece of equipment is deemed unusable, does the Town have the right to give it away? Ernie responded stating that the items are sold or sold for scrap metal. Clifton stated that the Board of Selectmen has the right to dispose of unused or unnecessary town equipment as the board deems necessary.

- **New Business-** Virginia Long from Moose Mountain Regional Greenways asked the Selectmen for their support in a conservation easement for the Moose Mountain Recreation Area. In 2008, the Town passed a resolution to support conservation in that region. This would involve 545 acres around the tubing park and lodge. Bob Boudreau who owns the land, will be giving up his right to develop on the land place into this easement. This will be done as a Bargain Sale for the price of \$265,000. The money needs to be raised. She stated the only restrictions, as she was told by Mr. Boudreau, was that no wheeled vehicles would be permitted. The land would be subdivided into 2 lots- one for the ski area and the other for the easement. Ernie reviewed the information with Town Council. A letter was written by Tom Giguere for the Selectmen in support of the Moose Mountain Regional Greenways' Grant application to LCHIP in preparation for this meeting as the application is due by Friday. It was signed by Ernie Brown, Selectmen at the end of the meeting.

Next meeting September 27, 2011 at 6:30pm.

Mailed reviewed

Meeting adjourned at 9:30pm

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant

Correction/Amendments to September 13, 2011 Selectmen's Meeting:

Bill asked that under Public Comments, second paragraph, last line be added: ***Signs on Rte 109 and Rte 16 are a State issue and a local police department issue.***

MOTION: Bill moved to accept the minutes from September 13, 2011 with changes noted, seconded by Ernie. A vote taken, both Ernie and Bill were in favor; motion carried. (Clifton was not present)