

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

**SELECTMEN'S MEETING MINUTES  
January 24, 2012**

**ATTENDANCE:** Selectman, Ernie Brown, Chair, Selectman William Nelson, Selectmen Clifton Camp, Treasurer, Marilou MacLean, Assessor Clerk/Administrative Asst. Jessica Robischeau, , Cemetery Trustees John Nelson & Marilyn Bushman, Ed Nason Code Enforcement Officer

**PUBLIC IN ATTENDANCE:** 9

Prior to the commencement of the Selectmen meeting, Frank Frazier presented the Selectmen with a letter of recommendations on two items: 1) asking the Selectmen to consider the appointment of Rich Zacher to a 3 year appointment on the Cable Committee, and, 2) requesting the Selectmen consider increasing the prevue and responsibilities of the Cable Committee to include being advocates for additional increase DSL coverage in Brookfield such as encouraging MyFairPoint to increase DSL coverage for the northern areas of our community. Mr. Frazier suggested changing the name of the committee to Cable/Telecommunications Committee. Mr. Frazier stated that a map was received from Time Warner and he did verify that the cable contract has expired with them. A new contract is being drafted and should be received any day. He does not anticipate any more extensions of coverage in the near future. Lastly, Mr. Frazier has asked for a file drawer in the common office area for the Cable Committee.

The final Budget was reviewed by the Selectmen with the public. In addition, the final review of the Town Warrant Articles was discussed with the public. They have been attached to the minutes for review.

After an hour, Chairman Brown commenced the Selectmen meeting.

The Pledge of Allegiance was led by Rich Zacher.

**Public Comments:** Pam Frazier presented concerns to the Selectmen on the behalf of her friend, Susan Marquis. Her first concern was Ms. Marquis received her December property tax bill and the taxes for 2010 which were abated by the Selectmen, were on the bill. Without the Tax Collector at the meeting, Selectmen Brown stated he would look into why the tax bill still showed the 2010 taxes. Selectmen Brown will have a letter in writing as to the response as soon as possible to Ms. Marquis. Selectmen Camp asked Mrs. Frazier if she was acting as Ms. Marquis' council in which she answered 'no, I am her friend and neighbor'. Selectmen Nelson asked Ms. Marquis if it was ok that Mrs. Frazier discuss this issue on her behalf and Ms. Marquis responded, "yes".

Her second concern was when her abatement for Ms. Marquis' 2010 taxes were abated in August of 2011, why did it take the Selectmen 6 1/2 months to approve this abatement? Selectmen Camp stated that the Selectmen needed to consult the Town Attorney regarding the abatement and items were asked of Ms. Marquis from the Attorney and not received; therefore causing the delay.

**Approval of Minutes for January 11, 2011:**

**MOTION:**

Selectmen Nelson made a motion to accept the Januray 11, 2011 minutes as presented. Selectmen Camp seconded the motion. All in favor; motion carried.

## REPORTS OF TOWN OFFICIALS PRESENT

- **Treasurer-** Marilou MacLean stated all deposits and checks are being made at the new bank, Meredith Village Savings Bank. She will be working on the W-2's this weekend along with the Town Reports. Selectmen Brown stated that the microwave no longer works and authorized Admin. Asst. Robischeau to purchase a replacement.
- **Administrative Assistant/Assessor Clerk-Jessica Robischeau-** A veteran's exemption was signed for a resident. The resident was already receiving the credit but has since passed away. The State requires a new application for the surviving spouse.
- **Cable Committee-**  
**MOTION:** A motion to appoint Rich Zacher to a three year term to the Cable Committee. Motion was moved by Selectmen Brown and seconded by Selectmen Camp. All in favor, motion carries.  
**MOTION:** A motion to change the name from the Cable Committee to Cable/Telecommunications Committee. Motion was moved by Selectmen Camp and seconded by Selectmen Brown. All in favor, motion carries.

Lastly, Frank Frazier mentioned previously that he is looking for filing space for the Committee. Selectmen Brown stated Administrative Asst. will find the space for this.

- **Cemetery Trustee-** John Nelson brought to the Selectmen that when the cemetery trees were cut, he had taken a slice of the wood to make a table out of it. He stated that if it was needed for firewood for a needy family please let him know. The Selectmen did not see a problem with taking this piece of wood. There is cut, dry split wood in the old salt shed behind the office for residents in need of wood this winter. Selectmen Nelson stated he noticed John Nelson was using his personal e-mail address for Cemetery business and suggested getting a Town e-mail address for the Cemetery Trustees. Administrative Asst. Robischeau will contact the e-mail administrator to create a new e-mail address.
- **Road Agent/Code Enforcement Officer-** CEO Ed Nason received a building permit for David Guttadauro's property, replacing the roof and adding a full dormer. A resident will be coming in for an intent to cut application tomorrow. A propane permit was also issue this past week.  
**Road-** The spray for the roads did not perform as expected by CEO Nason feels there is a learning curve in this process. He felt it did keep the snow from binding to the road.
  - They have been laying a lot of sand on the roads due to the many ice storms in recent days. CEO Nason stated that he will get questions why when they drive from Wakefield to Brookfield they go from pavement to snow roads? It was explained that Brookfield is a low salt town. Using a high amount of salt can cause issues with wells. Therefore, a minimal amount of salt is used in conjunction with the sand on the roads.
  - CEO Nason also address the issue at the previous Selectmen meeting regarding plowing the Lyford Rd/ RTE 109 turn around. He stated that he will plow the turn around but due to the plow being so wide, it will not make it through without possibly causing damage that the Town would be responsible for.
- **GWRSD-** A District meeting will be held on February 4<sup>th</sup> at 10am at the Kingswood Arts Center. The total increase for the budget is 1.4%. This will be discussed at the meeting.
- **Heritage Committee-** The Valentine Breakfast will be held on 2/18/2012 from 8-10am. The cost for adults is \$5 and \$3 for children. French Toast will be served. Selectmen Brown has asked for the minutes to the Committee meeting. Marilou may have a Town Coffee prior to this explaining what has been fixed at the Townhouse and what has been going on.

Selectman Brown stated he received one bid for the insulation of the Townhouse from Quality Insulation in Meredith for \$2095. Then, an extra \$100 to make an insulated cap for both of the access

points. CEO Nason stated typically old homes do not have proper vents, we need to make sure there is proper ventilation. He offered to call and speak with him about this. No other bids came in therefore, the insulation will be performed by Quality Insulation once CEO Nason speaks with them.

- **Webmaster:** On the Town website, we are placing a note on the site stating that if you click on a Town person's name that is highlighted in blue, it will show their e-mail address. All e-mail addresses should be up to date at this point.
- **Old Business:** Selectmen Brown has sent an e-mail out looking for Town Reports information from Committee Members and Employees. The Heritage Commission will post a history of the Townhouse with photos.
- **New business:** Groundhog Day is Thursday February 2, 2012. A representative from Kelly Ayotte's office, Michael Scala, will hold office hours on February 14<sup>th</sup>, from 9am to 10am at the Brookfield Town Office. Brookfield residents are encouraged to bring any questions or concerns to him.

Selectmen Brown stated that we had a town citizen come in and challenge the Town on the issue of RSA 664:17- the right to put political sign on town property. Selectmen Brown has written a letter to the citizen addressing their concern and attached the State RSA stating the Town, as the owner of the property, has the right to place political signs on the property. The signs are allowed to be placed in the designated area, near the flag pole, on the Election Day only. Selectmen Nelson stated that typically the day after, all signs are removed and it should be stated as such in the letter to the citizens. Selectmen Brown will rewrite the letter and then have all three Selectmen sign it and a copy will be sent to the citizen, Moderator, all three Selectmen and Administrative Assistant for filing.

During the election, at some point, a 12ft cut was made on the carpet and Heckman's flooring will be coming to the office to fix the carpet. It was unknown as to what happened.

Selectmen Brown read a letter from Dick Peckham resigning from his position with the ZBA effective after the March Town Meeting. His resignation was accepted with regret.

Selectmen Brown has distributed a student residency list to employees for review. The cost for each child to attend school is approximately \$12,000 per year. It was found 3 children on the list were no longer residents. We need to respond to the district by March with a corrected list.

CEO Nason stated he will be traveling to the State House regarding Legislative House Bill Amendment 1402 regarding all dairy products for sale by local farmers in NH. He is part of a group of local farms called Micro Farmers of NH.

A reminder that dump stickers run out at the end of the month.

Anyone looking to sign up to run for Selectmen may do so with Virginia McGuinley between January 25<sup>th</sup> and February 3rd.

The next Selectmen meeting is on February 14 , 2012 at 6:30pm.

Mail was reviewed.

Meeting adjourned at 9:00 pm

Respectfully Submitted,

Jessica Robischeau  
Administrative Assistant

**CORRECTIONS TO THE JANUARY 24, 2012 MINUTES:**

- 1) Page 1, Paragraph under Public Attendance, line 8, replace being **executed** to being **drafted**.
- 2) Page 1, Under Public Comments, Insert last sentence, Selectmen Nelson asked Ms. Marquis if it was ok that Mrs. Frazier discuss this issue on her behalf and Ms. Marquis responded, “yes”.
- 3) Page 1, Under Public Comments, first paragraph , last line, replaced **acted** with **acting**.
- 4) Page 3, Under New Business, after the sentence ending in property, insert this sentence: **The signs are allowed to be placed in the designated area, near the flag pole, on the Election Day only.**