



TOWN OF BROOKFIELD, NEW HAMPSHIRE  
267 Wentworth Road Brookfield, N.H. 03872

## SELECTMEN'S MEETING MINUTES

February 28, 2012

**ATTENDANCE:** Selectman Chair Ernie Brown, Selectman William Nelson, Treasurer Marilou MacLean, Assessor Clerk/Administrative Asst. Jessica Robischeau, Brad Williamson Emergency Management Director, Selectmen Clifton Camp was not in attendance

**PUBLIC IN ATTENDANCE:** 4

Meeting called to order at 6:30 PM. Brad Williamson led us in the Pledge of Allegiance.

### Public Comments:

- None

### Approval of Minutes:

- 02/14/2012- **MOTION:** *Selectmen Nelson moved to accept the minutes from February 14, 2012, seconded by Selectmen Brown. A vote was taken, all in favor, motion carries.*

## REPORTS OF TOWN OFFICIALS PRESENT

- **Treasurer-** Marilou MacLean is in the process of reformatting the budget spreadsheet so the numbers going down instead of adding up. The total will now be listed at the bottom of each category. Ninety percent has been completed but the calculations have not been completed yet. Ernie told Marilou that was excellent work in that she is working to get the Town budget upgraded to the 20<sup>th</sup> Century. Checks were presented to sign for either Welfare or property tax refunds, requested by the Tax Collector Diana Peckham. There is one large check withdrawing funds from TD BankNorth to deposit into the new bank, Meredith Village Savings Bank. An amount of \$5000 will remain in TD BankNorth. Treasurer Maclean stated all the payroll tax returns were filed on a timely basis. She submitted an invoice to attend a Treasurer's Class called Basic Accounting for Municipalities with the Local Government Center. It was approved and signed.
  - Selectmen Brown stated we now have hardwired emergency lighting in the Townhouse by the handicap access door and emergency lighting by the North door in the Churchill School.
  - Selectmen Brown asked Candidate for Selectmen Rich Zacher to introduce himself. Mr. Zacher stated he first purchased property in Brookfield in 1982. He moved from New Jersey to Brentwood where he was a volunteer fire fighter and served on Budget Committee and elected to the Zoning Board. He and his wife did not become full time residents until 2009. Mr. Zacher stated he thinks the Selectmen do an excellent job keeping the Town in control and he would like to continue doing so. As far as changes to the Town, he feels it will eventually come but we need to try to control it. He attends Planning Board meetings which is a very challenging committee. It is made up of many different opinions being presented. We need to count on them to create documents that will stand up if we ever need to go to court to challenge. This is the foundation as to the way we want to see the town grow.
- **Administrative Assistant/Assessor Clerk-Jessica Robischeau-** A Veteran's Exemption was presented to the Selectmen and signed.
  - Selectmen Brown announced that Jessica posted the Proposed Town Budget and Warrant Articles ahead of time on Saturday, 2/25/2012, (due date for posting is 2/27/12) but noticed a few days later that the documents were removed. Selectmen Brown asked that no one remove documents from the boards. Replacement documents were posted.

- **Road Agent/Code Enforcement Officer-** Not in attendance
- **Agricultural Commission-** Selectmen Brown asked for volunteers to join this committee.
- **Emergency Management-** Brad Williamson presented the Selectmen with a second copy of the Grant Agreement from HSEM for the update of the towns Hazard Mitigation Plan, as the first one signed was lost in the mailing, The Grant Agreement is for a total of \$5,000.00 with \$1,667.00 as the towns in-kind match was signed by the selectmen. Treasurer Maclean is a Notary and will notarize the document. Selectman Browns stated that Administrative Assistant Robischeau should become a notary. Brad state a copy of the minutes will need to be mailed with the signed grant agreement and copy to be placed in his mailbox
- **GWRSD-** The construction is still on time or ahead of schedule. It is anticipated to be completed in June with July as a back up.
- **Heritage Committee-** Last Saturday, the Committee held a Valentine/Cabin Fever Breakfast where 37 people attended. A profit of \$142 was deposited into the Heritage Committee's account. It was explained that the fundraiser is for TRAC- Trails, Rails Action Committee- who wants to expand the trails from Clark Road Brookfield to the Miss Wakefield Diner in Wakefield, NH.

### **Old Business-**

Selectmen Brown announced the Town Report is being posted to the Town Website but it was unable to be accessed this evening. Rose Zacher will look into the problem. Selectmen Brown thanked everyone who worked on the Town Report including all three Selectmen, Marilou Maclean, Harriet Wilson, Rose Zacher, Kathy Camp and Susan Brown. Selectmen Camp drove the report to Concord this morning. Marilou Maclean stated it was nice to see more people in the Town get involved. She thanked the Selectmen for all their hard work.

-Selectmen Nelson stated he received a quote from Eastern Propane to move the pipe near the Town House which he felt was high. Without the quote in front of him, he believed it to be around \$273. Brad Williamson will look into an additional quote from a licensed pipe fitter.

-Brad Williamson stated that once the snow is gone, anyone who would like to burn, will need a burn permit. They may obtain a permit from either Mr. Williamson, Forestry Warden or Mrs. Williamson, Deputy Forestry Warden. The permits are free and the State provides the Town with the forms. There is talk among the State that the permit may go online. At that point, the State will be charging a convenience fee. Brad also mentioned that he is looking for Deputy Forestry Warden's and to contact him if interested. We need more than one.

### **New Business**

-Selectmen Brown read some important dates for Town Officials.

- Town elections will be held on March 13, 2012 from 1PM-6PM in the Town Office. There will be a short Selectmen's meeting at 6:30PM held in the Schoolhouse. At 7PM, the Town Meeting will begin.

- New Wakefield Police Officer came by the meeting. Mary Divine introduced herself as a full time officer.

The next Selectmen meeting is on March 13, 2012 at 6:30pm.

Mail was reviewed.

Meeting adjourned at 7:20 pm

Respectfully Submitted,

Jessica Robischeau  
Administrative Assistant