



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

SELECTMEN'S MEETING MINUTES
April 10, 2012

ATTENDANCE: Selectman Chair Clifton Camp, Selectman William Nelson, Selectmen Rich Zacher- was not in attendance, Treasurer Marilou MacLean, Assessor Clerk/Administrative Asst. Jessica Robischeau, Tax Collector Diana Peckham, Ed Nason CEO, Brad Williamson Fire Warden/Emergency Management, Craig Evans, Town Archivist

PUBLIC IN ATTENDANCE: 4

Meeting called to order at 6:45 PM. Dick Peckham led us in the Pledge of Allegiance.

Public Comments:

- Craig Evans, Town Archivist, announced there will be an unveiling of gravestone making Col. Hackett's grave and reflections of his life and contributions to NH history. This will take place on Sunday April 29, 2012 at 2pm at the Hackett graveyard located off Old Governor's Rd. The ceremony will be followed by a small reception held in the Brookfield Townhouse and sponsored by the Brookfield Heritage Commission and other interested residents. Any questions, please call Craig Evans at 522-5069 or Marilou Maclean at 522-5338.
- Selectmen Nelson announced another event- The North Shore Philharmonic Orchestra will be performing Saturday April 21, 2012 at 7:30pm at the Kingswood Arts Center, Wolfeboro.

Approval of Minutes:

- *03/27/2012- **MOTION:** Selectmen Nelson moved to accept the minutes from March 27, 2012, with proposed changes, seconded by Selectmen Camp. A vote was taken, all in favor, motion carries.*

REPORTS OF TOWN OFFICIALS PRESENT

- **Treasurer-** Marilou MacLean presented the Selectmen with bills and checks for approval and signatures. Administrative Assistant Robischeau gave Treasurer Maclean the LexisNexis bill from the last Selectmen meeting. Marilou Maclean had questions regarding the bill. Jessica Robischeau called LexisNexis who stated that the bill is for updates to the Lexis books for the year June 2012-May 31st 2013 and not for a new full set of books. This has been paid in the past.
 - Treasurer Maclean said she remembered an issue with the fuel options through Town Energy Alliance. The Alliance does not offer off road/winter mix that is purchased by the Town unless it is pre-bought through Eastern or Carroll County Oil, or at Rack Plus price. The check and application were not mailed out until she discusses it with the Selectmen. After a discussion, Selectmen Camp asked that the prices be obtained before a decision is made.
 - Treasurer Maclean stated the renewal for the Town's Property & Liability Insurance has been received and she should like to discuss this with the Selectmen after the meeting.
- **Administrative Assistant/Assessor Clerk-Jessica Robischeau-** Jessica Robischeau asked the Selectmen for permission to become a Notary Public, as previously discussed. The fee for the State is \$75 which was approved.

- **Tax Collector-** Diana Peckham updated the Selectmen with the three properties which may go to deed due to the 2009 delinquent taxes. On Map 10 Lot 20, the property taxes have been paid. On Map 7 Lot 10 AND Map 18 Lot 21B, neither of the delinquent taxes have been paid as of the meeting date. (4/10/12) Mrs. Peckham has contacted both properties' mortgage company regarding this, and she is waiting for a return call. She will notify the Board once she hears back from them.
 - In addition, as of Friday 4/13/2012, the properties with delinquent 2010 taxes will be going to lien.
- **Cemetery Trustees-** Tom Hill stated that the Iron Gate has been placed on the Lyford Road cemetery.
- **Road Agent/Code Enforcement Officer-** CEO Nason presented two Intent to Cuts for Map 22 Lot 2, new cut, and Map 2 Lot 5, which is a continuation of cutting. Two Intents to Excavate were presented for Map 11 Lot 1, B. Smith and Map 30 Lot 3, E. Nason. All intents were signed by the Selectmen.
 - A letter was received and read by Selectmen Camp, from resident Judy Brenner regarding the presentation given by LT. Mark O'Brien on Saturday March 31st at the Townhouse discussing a Neighborhood Watch. The meeting was well attended and she is asking for Eddie's help in obtaining pricing for the Neighborhood Watch signs. She suggested the amount of signs and where they should be mounted- the beginning and end of Lyford, Clark and Robinson Road. Dick Peckham stated he would like a sign on Brice Dr and Sanborn Rd. Selectmen Camp stated a sign should be placed at the end of Tucker Rd, before the walking bridge. CEO Nason stated he would obtain prices for signs from the NH Prison, look at the districts participating and report this back to the Selectmen. It was suggested that there be a head for the Neighborhood Watch on each road meet once a month.
 - The road crew has been cleaning the culverts around Town and removed the weight limit signs. Sweeping of streets will start.
- **Conservation Commission-** Selectmen Nelson announced on Saturday 21st, the Annual Selectmen Breakfast and Town Cleanup Day will start at 8am followed by cleanup beginning at 10am. French toast, sausages and orange juice will be served. A donation basket will be placed out.
- **Emergency Management-** Selectmen Nelson obtained a quote from Kingswood Mechanical for the removal of piping in the Schoolhouse. Part of the LP gas piping is no longer necessary and Kingswood Mechanical was contacted for a comparative bid for the removal of the unnecessary section. They quoted \$100 - \$125. It was suggested not to move the intake pipe higher as it would not be at a level for servicing if ever needed. It was also noted that the current location is not ideal because of an exhaust fan being so close. It was suggested to leave the intake pipe at current location and seal off exhaust fan or relocate intake pipe thru the adjoining wall. Cost for removal and relocation approx. \$400. Selectmen Camp stated the vent was used for a generator which is no longer in use. Emergency Management Director agreed with Selectmen Nelson to go with the cheaper suggestion in sealing the vent pipe.
 - Selectmen Nelson spoke with Kingswood Mechanical regarding servicing the oil burners. They do not service burners. Selectmen Nelson will call and get quotes from Eastern and other companies for this service.
 - Selectmen Nelson asked Brad Williamson to call Kingswood Mechanical to seal the vent.
- **Heritage Commission-** Marilou Maclean stated there is a meeting tomorrow night at 7pm.
- **Joint Loss Management Committee- Meeting** postponed until 4/24/2012 as Rich Zacher was not in attendance.

- **Planning Board-** Planning Board member Ed Comeau stated the Planning Board met yesterday and voted to approve the Conditional Use Permit Application. The Board is reviewing all the applications for Consistency.
 - The Board also voted to form a Capital Improvement Committee.
- **New Business-** Marilou Maclean reviewed the Property & Liability Insurance with the Selectmen. A few changes were made and Marilou Maclean stated she will update the approved changes online.
 - Treasurer Maclean asked the Selectmen now that the article for the increase in Treasurer's salary was passed, she would like the retro pay back to January 1, 2012 as stated in the Warrant Article. Selectmen Camp read the Article as passed and stated that this is correct.

The next Selectmen meeting is on April 24, 2012 at 6:30pm.

Mail reviewed.

Meeting adjourned at 9:30 pm

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant

Corrections to the 4/10/2012 Minutes:

1) Page 2, last sentence in the Emergency Management Section:

Selectmen Nelson asked Brad Williamson to call Kingswood Mechanical to “*seal the vent*” – replace with “*remove and plug unnecessary piping.*”