



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

SELECTMEN'S MEETING MINUTES

May 8, 2012

ATTENDANCE: Selectman Chair Clifton Camp (late arrival- 6:45pm), Selectman William Nelson, Selectmen Rich Zacher, Treasurer Marilou MacLean, Assessor Clerk/Administrative Asst. Jessica Robischeau, Tax Collector Diana Peckham, Town Clerk Virginia McGinley, Emergency Management Brad Williamson, CEO Ed Nason

PUBLIC IN ATTENDANCE: 2

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

Special Guest: Karl Bernardi, NH Rural Fire Protection: Mr. Bernardi explained to the Selectmen additional information to include in the Town's Hazard Mitigation Plan. Mr. Bernardi will write a report based on a visual inspection any sources the Town was not aware of. Mr. Bernardi will report these findings as well as further explaining the sources we do have. Many questions were asked on the cost to the Town for this report and Mr. Bernardi responded by saying there is no cost to the Town. Emergency Management Brad Williamson recommended this to the Board. The report will also include recommendations for additional water sources, if needed.

Public Comments: None

Approval of Minutes:

- **04/242012- MOTION:** *Selectmen Nelson moved to accept the minutes from April 24, 2012, seconded by Selectmen Zacher. A vote was taken, all in favor, motion carries.*

REPORTS OF TOWN OFFICIALS PRESENT

- **Town Clerk-** Virginia McGinley stated she received a letter of resignation from Deputy Town Clerk Jennifer Sonricker stating she is resigning from her position as Deputy Town Clerk and Deputy Tax Collector. A job posting will be placed in the newspaper for a Deputy Town Clerk and Deputy Tax Collector. Mrs. McGinley asked the Selectmen if the position should be posted as two jobs or one, combined position, as it was previously. Selectmen Camp suggested that it remain the same with one combined job. Selectmen Nelson stated it may be better to have two people because if one leaves, there will only be one position to be filled instead two. Tax Collector Peckham agreed with Selectmen Nelson. The decision will be made once applications are received and who will be the best person or persons for the positions. Selectmen Camp will create a draft of the job posting, get it reviewed and have it posted in the newspaper.
- **Website Committee-** Rose Zacher stated that the Comments Section of the Website has been forwarded to Jennifer Sonricker in the past and needed to be changed due to Jennifer's resignation. Jennifer asked Virtual Town Hall to forward all comments to Selectmen@brookfieldnh.org. There was a concern raised about who is reviewing the Selectmen e-mail. Selectmen Zacher stated that he has tried to review the e-mail but there has been no activity. Selectmen Camp stated that the active Chairmen should be the one who is reviewing the e-mails. Selectmen Camp is the active Chair and will be doing this.
- **Road Committee-** Chairman Brad Williams asked the Board to meet on 5/29/2012 at 7pm to discuss upcoming road projects. At this time, there will be a Selectmen meeting open to all those who would

like to attend. Administrative Assistant Robischeau was asked to post the meeting and place on the website.

- **Treasurer-** Marilou MacLean presented the Selectmen with checks and bills. A question was raised regarding Welfare checks. Tax Collector Diana Peckham stated other Town's place liens on a property of welfare recipients. Welfare Director Lynn Watts will be attending the May 22, 2012 Selectmen meeting, where any Welfare questions can be answered. In the meantime, there is a check for a needed resident. Selectmen Camp stated he will review the need with the Director in the morning and then a decision will be made whether or not to sign the check.
- **Tax Collector-** Diana Peckham will be hosting the Annual Carroll County Tax Collector Round Robin on Thursday at 7pm.
 - She would like the tax bills be due on 6/29/2012 instead of 7/1/2012 because 7/1 is a Sunday. June 29th is a Friday and office hours for the Tax Collector. The Tax Collector will be going on vacation for a week starting July 1. Selectmen Camp stated that a newsletter for this tax bill will be including and asked all Departments to send their information to Sue Jalbert. In addition, Administrative Asst. Robischeau was asked that an e-mail be sent to all Departments.
- **Administrative Assistant/Assessor Clerk-Jessica Robischeau-** Jessica Robischeau presented an abatement at the last Selectmen's meeting from Public Service of NH stating that the taxing of electrical poles, conduit and right of ways is illegal and unconstitutional. Mrs. Robischeau spoke with Gary @ Avitar who stated that prior to 2010, there was a specific exemption RSA 72:8-b, which made the conduit and poles exempt. The RSA was repealed thereby making poles and conduit taxable across the state for all municipalities. It was brought to court again this year and once again repealed. Accepting this explanation, the abatement was signed with Avitar's recommendation of decreasing the value of the poles.
 - Mrs. Robischeau asked the Selectmen for the status of the Discretionary Preservation Easement. Selectmen Camp stated he still needs to set up a walkthrough of the barn.
- **Code Enforcement Officer/Road Agent-** Ed Nason briefed the Selectmen of the recent completed around the Town which includes: grading of the South End dirt roads, moving the can cage at the Town Office to the rear of the building, laying cold patch on Stoneham Rd, repairing the Class 6 section of Tumbledown Dick Rd to Camp Rd, and dust control after grading.
- **Conservation Committee-** The ceremony for Col. Hackett was well attended at the gravesite and the reception following the ceremony on Sunday April 29, 2012 at 1:30pm.
- **Emergency Management-** Ron Laste will be at the Townhouse tomorrow to remove the piping as previously discussed. Selectmen Nelson will be meeting him and will obtain a copy of his gas fitters license in which a copy will be given to CEO Nason.
- **Forestry Warden-** Brad Williamson stated Deputy Rich Zacher is now allowed to issue fire permits.
- **Joint Loss Management Committee-** The meeting starting today at 6pm with Chairman Jessica Robischeau, Rich Zacher, Bill Nelson and Ed Nason in attendance. The Committee appointed Ed Nason as a member of the Committee. The next meeting will be on August 14th at 6pm. The required bi-annual report will be prepared for review at the next Selectmen's meeting.

- **Heritage Commission-** Marilou Maclean explained that there were over 40 people at Col. Hackett's Ceremony. The ceremony was videotaped and copies may be for sale.
 - At the Town meeting, there was a request to place the critical needs assessment for the Townhouse on the website. A copy has been on a USB disk and Rose Zacher will be placing it on the website.
- **Old Business-** Selectmen Camp announced the Board will be meeting with the Town Attorney tomorrow, 5/9/2012, at 4pm.
 - The Library drop box has not been painted as previously requested by the Board to the Gafney Library. Diana Peckham will contact the Library on whether or not they will paint the box white or if they want to take it back.
- **New Business-** Selectmen Nelson stated the Coast bus service will increase their route in Brookfield, Wakefield and Milton to Wednesday' and Friday's.

The next Selectmen meeting is on May 22, 2012 at 6:30pm.

Mail reviewed.

Meeting adjourned at 9:30 pm

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant