



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

**SELECTMEN'S MEETING MINUTES**  
June 12, 2012

**ATTENDANCE:** Selectman William Nelson, Selectmen Rich Zacher, Treasurer Marilou MacLean, Assessor Clerk/Administrative Asst. Jessica Robisneau, Tax Collector Diana Peckham, Town Clerk Virginia McGinley, Emergency Management Brad Williamson, CEO Ed Nason

**PUBLIC IN ATTENDANCE:** 4

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

**Special Guest: Resident Judy Brenner:** Ms. Brenner brought a list items which need attention for the Town gardens, which are located around the Town House. These items included trimming of bushes and thinning out perennials. Receipts were presented for items needed for work which has already been completed. Selectmen Zacher volunteered to do the trimming with their guidance. The receipts were given to the Treasurer and will be paid.

**Public Comments:** A letter was read by Selectmen Nelson from Ray Dodier regarding the Town roads in need of attention. It is Mr. Dodier opinion, that there is no reason for a Road Committee. Since the Road Agent is the most familiar with the roads, it should be a decision made between the Road Agent and the Selectmen. Selectman Nelson thanked Ray for his letter and expressing his thoughts. Selectmen Nelson noted that Ray was an employee of the Road Agent.

**Approval of Minutes:**

- **05/22/2012- MOTION:** *Selectmen Zacher moved to accept the minutes from May 22, 2012 with a change to the next Selectmen's meeting from May 22, 2012 to June 12, 2012 seconded by Selectmen Nelson. A vote was taken, all in favor, motion carries.*
- **05/29/2012- MOTION:** *Selectmen Zacher moved to made a motion to accept the May 22, 2012 minutes with two changes: the approval of minutes – change Lot 15 to Map 15 and Map 13 to Lot 13. Also, under Road Committee, line two: change grinded to ground. Motion seconded by Selectmen Nelson. A vote was taken, all in favor, motion carries.*

**REPORTS OF TOWN OFFICIALS PRESENT**

- **Treasurer-** Marilou MacLean clarified a check to one of the Auditors which was for the audits conducted. Checks and bills were signed. Between the savings and checking account, there is \$170,000 and a check will be made for June in the amount of \$125,000. She felt we are in better shape than last year at this time. The next school year will be up \$50,000 with the first payment \$197,000.
- **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 Robisneau was asked to post the meeting and place on the website.

- **Tax Collector-** Diana Peckham briefed the Selectmen regarding resolving an Elderly Deferral with the Registry of Deeds. Through research with other Collectors and the DRA, no one was aware of a form to remove this deferral from a property. Therefore, she will be sending a letter to the Registry stating the deferral has been satisfied.
  - With regard to the Deputy Job Posting, resumes have been received and reviewed by the Town Clerk and Tax Collector. Both have chosen their Deputy and would like to present their decisions. With Selectmen Camp absent from the board, and Selectmen Zacher recued himself from the decision due to a conflict, they decided to continue this Selectmen meeting until 6pm Tuesday 6/20/2012 when Selectmen Camp is present.
  - Selectmen Nelson announced that a Public Hearing will be held on Tuesday 6/26/12 at 6pm for the Discretionary Preservation Easement.
- **Administrative Assistant/Assessor Clerk-Jessica Robischeau-** Jessica Robischeau presented an abatement at the last Selectmen's meeting for Map 14 Lot 7 which was recommended by Avitar Assoc. which was signed by the Selectmen. Many tax levy warrants were signed for the Report to Cut received.
- **Planning Board-** The Conditional Use Application was approved. The Strafford Regional Planning Board sent a letter for and appointee be voted in and an alternate. Ed Comeau was appointed by the Selectmen to be the Appointee and Jim Freeman to be the Alternate. Their term is until 2014.
- **Code Enforcement Officer/Road Agent-** Ed Nason briefed the Selectmen on prices received for paving Lyford Rd. Total for the work without prep is \$88,000. CEO Nason will bring firm prices to the Selectmen at the next meeting for the prep work.
  - A call was received by Selectmen Nelson regarding damage to Sanborn Road from a logging truck. CEO Nason said he became aware of the problem and required the trucks turn in a different location. Ed Nason contacted the logger who stated there were five more loads until completion of the project. The damage done was not significant in nature and cold patch was applied a few days later, once the logging commenced.
- **Conservation Committee-** Selectmen Nelson asked Treasurer Maclean for Committee funds to be transferred to the Committee account. The Committee is looking to earn interest on the \$1500 appropriation. Treasurer Maclean explained that there needs to be a vote by the Committee to do this. Selectmen Zacher stated if the move it, we need a detailed report explaining their expenditures for the Town Report.
- **Forestry Warden-** Deputy Rich Zacher attended a 20 hour Forestry class this past week.
- **Heritage Commission-** The meeting is postponed until Tuesday June 19, 2012 at 7pm. They are working on Old Home Day August 11, 2012. The Commission is working with the State to set a date to meet and learn how to complete a site survey. There will be a date in September set.
  - Selectmen Zacher asked if there was a plan developed that addressed how to move forward with the renovation to the Town House. Issues were discussed regarding the Town House such as foundation

crack concerns, interior plaster needing attention and the floor issues in the Schoolhouse. Ed was asked to look at the floor and foundation for the Schoolhouse and he will report back. The Selectmen feel public input is needed to determine what should be done with the Schoolhouse. A public meeting will be scheduled at a future date.

- **Old Business-** Selectmen Zacher read his opinion of the ‘Selectmen to do List’.
  - Have a plan for a New Town Cemetery. Selectmen Zacher was appointed as head of the new Committee.
  - The trim for the Town Office Building needs to be painted as well as the interior of the meeting room.
  - New chairs for the head table. Six new chairs were approved.
  
- **New Business-** Oil proposals were opened by the Selectmen. A review of oil proposals will be done on Tuesday 6/19/12 when all the proposals are received.

Mail reviewed.

Due the number of outstanding issues that need to be addressed, the Board voted to continue the meeting on Tuesday 6/19/12 at 6pm.

Respectfully Submitted,

Jessica Robisneau  
Administrative Assistant