



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

SELECTMEN'S MEETING MINUTES
September 25, 2012

ATTENDANCE: Selectman William Nelson, Selectmen Clifton Camp (arrival at 6:40pm), Selectmen Rich Zacher, Treasurer Marilou MacLean, Tax Collector Diana Peckham, Deputy Tax Collector Rose Zacher, CEO Ed Nason, Administrative Asst Jessica Robischeau

PUBLIC IN ATTENDANCE: 3

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

Approval of Minutes:

- **08/28/2012- MOTION:** *Selectmen Nelson moved to accept the minutes from August 28, 2012 meeting, seconded by Selectmen Zacher. A vote was taken, all in favor, motion carries. Selectmen Camp abstained.*
- **09/11/2012- MOTION:** *Selectmen Nelson moved to accept the minutes from September 11, 2012 meeting, seconded by Selectmen Camp. A vote was taken, all in favor, motion carries. Selectmen Zacher abstained.*

Public Comments: Resident Dick Peckham asked the Selectmen for an update on the Neighborhood Watch signs.

-Resident Tom Hill received a letter from Avitar Assoc. asking him to call their office either on Oct 3rd or Oct 4th to set up an appointment for an inspection. Administrative Asst. Robischeau received the same letter but was not notified by Avitar of this inspection. She stated she will call Avitar on Wednesday during business hours to confirm these letters.

-A letter was received from one of the residents regarding the mowing of the Moose Mountain and Governor's Rd corner and asked the Selectmen to mow this area and the Helen Churchill Garden. The Selectmen will ask for volunteers to mow these areas.

-Selectmen Nelson stated that a resident felt the monies for the Scholarship Fund and the Playground Equipment Fund were co-mingled. Conservation Committee Chair contacted Treasurer Maclean would like her to research the development of the Playground Equipment Fund. Selectmen Camp went back to 2008 where the Fund was \$6235.92. In 2009, \$3744 was added due to a fundraiser. Then in 2010, \$210 was added for a fundraising dinner. There has not been any deposits since 2010, except for the annual interest. Treasurer Maclean will bring the e-mail from the Conservation Committee Chair and bring it to the next Selectmen meeting. These questions have been raised due to the TRAC committee is looking for a \$3000 donation to expand the walking/riding trail from Wolfeboro to Brookfield to Wakefield. A match to the \$3000 donation will be made if the \$3000 can be raised. Since the Playground Fund has not been touched, the TRAC Committee was asking for this donation. Selectmen Camp stated that the Fund is for a specific project and it is not legal to change the purpose of the fund. The TRAC Committee was invited to present their request at the next Selectmen meeting. Treasurer Maclean will extend the invite.

- **Treasurer-** Treasurer Maclean presented the Selectmen with bills and checks and a copy of the budget through the end of August. She stated that the Town has 40% of the budget left with only 3 months until the end of the year.
 - Treasurer Maclean addressed the letter from an August meeting in which was read by resident Rob Collins. She was thinking of ways to make the information more accessible to the public such as an audit notebook which could be left in the common office for viewing. Selectmen Camp stated any request will be address by a written request within 5 business days. The approval of minutes are publicize as required in the RSA 91A. Nowhere does the law state that the Town bills are required to be available for viewing prior to a Selectmen meeting. CEO Nason pointed out that the residents entrust the Selectmen with the Town affairs including the bills, when each Selectmen was elected. Finally, it was agreed that the bills will be on the front table 15 minutes prior to the start of each Selectmen meeting, for public viewing.
 - A bill for the school system was received and will be paid by the end of September for \$38,850.
 - Treasurer Maclean questioned the maintenance of the Calcium Spray Tank and who is responsible for the cost of maintaining this piece of equipment. It was decided that Road Agent Nason will be responsible for this maintenance.
- **Tax Collector-** Diana Peckham stated she is looking forward to the next billing cycle. She asked the Board and other Committee's to forward their newsletter as soon as possible to Sue Jalbert. She stated the training has been complete for Deputy Tax Collector Rose Zacher.
- **Agriculture Commission-** The Commission will be meeting on the first Monday of the month at 6:30pm.
- **Road Agent/Code Enforcement-** CEO Nason state the grating and paving of Stoneham Road will begin October 4 and be completed by October 6.
 - Two building permits were received. One is a renovation on Garney Rd and the other for an addition on Wentworth Rd.
 - CEO Nason placed a call to the Town Attorney regarding a penalty for beginning work on a property without having a permit. The Town Attorney is working on a penalty which does not include changing the actual fee for the building permit. He briefed the Selectmen on a current permit for a renovation after a fire on Lyford Rd. The renovation is going well.
- **Heritage Commission-** The next meeting is tomorrow evening 9/12/2012 at 7PM.
 - On Saturday, Sept 22, 2012, a representative from the State Division of Historic Resources came to the Town to teach how to conduct a site review. Three local barns were chosen for this site review. There was a good turnout and the site reviews were very informative.
 - More discussion was made regarding the Schoolhouse and the flooring. It was discussed that the Townhouse is on the National Historic Registry but the Schoolhouse is not. Since it is not, it can be repaired with modern methods vs. historical methods. The estimate for the floor repair for the historical repair is \$18,000 and an estimate to repair the floor to modern methods is half that price. After discussion on whether or not to hold a surette or workshops, for residence to attend and give their input, the Selectmen asked Treasurer Maclean to contact the Moderator to find out if someone is allowed to stand outside taking a poll from residents at the next election. CEO Nason volunteered to take the resident's opinion in a simple few question pole. Ultimately, the decision will come to making the Schoolhouse floor safe for all. Further discussion will be made at the next Selectmen's meeting.

- **Planning Board-** The next meeting is planned for the second Monday in October.
 - **Old Business-** Perambulation from Nate Fogg has not been received. If it is not received by the end of the year, the Selectmen will discuss terminating the contract.
 - The thank you letters written by Selectmen Camp were not at the office but he stated they will be brought to the next Selectmen meeting for signatures.
 - Selectmen Camp has planned on bringing to the Planning Board at the next Planning Board meeting the zoning ordinance for trailers.
 - After discussion at the previous Selectmen meetings regarding mileage vs. a stay overnight when a Town employee has a conference, Selectmen Zacher will draft a guideline for staying overnight.
 - **New Business-** The new Labor Law was posted in the Common Office by Treasurer Maclean.

The next Selectmen meeting is on October 9, 2012 at 6:30pm.

Mail reviewed.

Meeting adjourned at 9:15 PM

Respectfully Submitted,

Jessica Robisneau
Administrative Assistant