



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

SELECTMEN'S MEETING MINUTES
December 22, 2012

ATTENDANCE: Selectman William Nelson, Selectmen Clifton Camp, Selectmen Rich Zacher, Tax Collector Diana Peckham, Deputy Tax Collector Rose Zacher, Treasurer Marilou Maclean, Administrative Asst Jessica Robischeau, CEO Ed Nason

PUBLIC IN ATTENDANCE: 2

Meeting called to order at 9:05 AM. The Selectmen led us in the Pledge of Allegiance.

Public Comments: None

Approval of Minutes:

- ***12/11/2012- MOTION: Selectmen Nelson moved to accept the minutes from December 11, 2012 meeting, seconded by Selectmen Zacher. A vote was taken, all in favor, motion carries.***

The purpose of this meeting is to approve bills presented to the Selectmen and to have a final review of the 2013 Proposed Budget.

A letter was received from the Town of Wakefield regarding Brookfield's cost for safety services:

-2013 *Safety*- which includes fire, police and ambulance = \$185,396 / 2012- \$171,434

- 2013 *Solid Waste Disposal*- \$60,106 / 2012- \$60,782

Total for services= \$245,502

2012 Cost for Services= \$232,216

The Selectmen questioned the increase in services. Selectmen Zacher will contact Howie Knight, for an explanation of service costs.

The Gafney Library asked for an increase of \$300 for bringing the total cost to \$11,800. The Selectmen argued that the cost for an out of town library card is \$20 per person. There currently is a total number of 438 Brookfield residents who have a card. It appears to be cheaper to pay for an out of town card instead of the Town's cost of \$11,800.

The Selectmen had a discussion regarding their salary. Selectmen Zacher received a response to his email from Town Council regarding decreasing the Selectmen's salary as of January 1, 2013. Due to the tax rate increase, he felt the Selectmen should do their part and decrease their salary. The Town Attorney stated that the Selectmen are able to decrease their salary and it does not need to be a decision from the Town's people. If they were asking for an increase, that would need to be decided by the residents. Selectmen Camp stated that his position on the subject has not changed in that since the residents set the salary for the Selectmen, they should also be the one to set the decrease of their salary. Selectmen Nelson agreed with Selectmen Zacher and

suggested reducing their salary 20%. CEO Nason stated that the Selectmen should decrease their salary each by a 1/3 to cover the Administrative Assistant's time. Selectmen Nelson and Selectmen Zacher both agreed that was a good idea while Selectmen Camp felt this was not the place to make this decision but should be done at Town Meeting. The Selectmen agreed that effective 1/1/2013, the Selectmen Salary is being reduced to \$3,500 for the year 2013.

After a review of the hourly rates for the Planning Board Administrative Assistant and the prior Administrative Assistant, the Selectmen agreed to raise Jessica Robischeau's hourly wage 50 cents to \$14.00 an hour effective 1/1/2013.

MOTION: Selectmen Zacher moved to agreed to raise Jessica Robischeau's hourly wage 50 cents to \$14.00 an hour effective 1/1/2013 for all three positions- Administrative Assistant, Assessor Clerk and Code Enforcement Assistant. *The vote was seconded by Selectmen Nelson. A vote was taken, all in favor, motion carries.*

Treasurer Maclean stated she contacted Primex which is the Town's workers compensation company. The Town is in a 3 year contract in which can not be changed but they are willing to look at changing the information on the policy because the Road Agent is an independent contractor and no an employer of the Town. A copy of the contract was sent to Primex and she is waiting for a response. Selectmen Camp told Treasurer Maclean that we will need to contact the Town Attorney regarding this matter.

In reviewing the Planning Board Administrative Assistant's budget, the Selectmen are requesting a break down of his hours and what is being completed within that time. This will help support the time given to the job. Treasurer Maclean stated he had already started this and showed the Selectmen the most recent time sheet received.

Selectmen Zacher stated during a discussion on the Townhouse repairs that the fascia board will need painting once the water issue is resolved.

The Selectmen are in the process of gathering each department's information to be published for the Town Report. Administrative Assistant Robischeau will email all department heads for their information with a deadline submission date of January 15, 2013.

Meeting adjourned at 12:05PM

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant