



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

## SELECTMEN'S MEETING MINUTES

February 12, 2013

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

**PUBLIC IN ATTENDANCE:** 3

Meeting called to order at 6:00PM. The Selectmen led us in the Pledge of Allegiance.

The Selectmen began the meeting with the first of two public hearings. The first hearing was to invite public comment on the new Code Enforcement Fee Structure change. The change is to include a different fee for permits which are pulled after the work has begun.

**MOTION:** *Selectmen Zacher made a motion to accept the new fee structure as proposed effective immediately. Selectmen Nelson seconded the motion. A vote was taken, all in favor, motion carries.*

The second public hearing was to invite public comment on the 2013 Proposed Budget. The budget was reviewed with the public. The Selectmen answered a few questions from the public.

**Special Guest: Nate Fog, Perambulation-** Mr. Fogg did not attend.

### Approval of Minutes:

- **01/22/2013-** **MOTION:** *Selectmen Nelson moved to accept the minutes from January 22, 2013 meeting, with proposed changes, seconded by Selectmen Zacher. A vote was taken, all in favor, motion carries*
- **01/26/2013-** **MOTION:** *Selectmen Zacher moved to accept the minutes from January 26, 2013 meeting, seconded by Selectmen Nelson. A vote was taken, all in favor, motion carries.*

### REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** Bills were reviewed and checks were signed.
- **Administrative Assistant/Assessor Clerk-** Jessica Robischeau presented the Selectmen with a letter received from Avitar regarding a BTLA case on Map 26 Lot 6.
  - A timber tax warrant was submitted for signature on Map 22 Lot 1. All three Selectmen signed the warrant.

Selectmen Nelson stated a few complaints were made regarding the Town Clerk hours changing. He called the State in which they gave a few suggestions on relieving the problem. One of which stated that the State has late hours on Tuesday and Thursday's until 7:30pm. Selectmen Nelson will talk to the Town Clerk regarding the suggestions.

- **Road Agent/Code Enforcement-** One building permit was issued for a 3 season porch located at Map25 Lot 7.
  - The roads cleared up after the storm and starting tomorrow, they will pushing back the banks.
- **Heritage Commission-** A St. Patrick's Day Breakfast will be held on March 16<sup>th</sup>, 2013. French toast will be served. A poster will go out with the details, shortly.
- **Planning Board-** Planning Board Alternate Ed Comeau quickly reviewed the topics discussed at the 2/4/2013 meeting.
- **Old Business-**
  - Warrant Article Draft-* The proposed Warrant Article Draft was reviewed removing and adding articles.

***MOTION: Selectmen Nelson made a motion to include the following Warrant Article:***

#8 To see if the Town will vote to raise the hourly wage from \$7.25 per hour to \$9.00 per hour for the members of the Supervisor of the Checklist for services performed. If this article passes, \$9.00 per hour will be the compensation for the members of the Supervisor of the Checklist in the operating budget. *The Selectmen recommend this appropriation.*

***Selectmen Zacher seconded the motion. All in favor, motion carries.***

- Selectmen Zacher recommended that the Warrant Article to add \$500 to the Scholastic Fund be removed due to the amount of funds already in the account. The Scholastic Award Fund has been reviewed and is being changed by a subcommittee. The new Warrant Article will not be ready for 2013. The Board agreed to remove this article.

-*Annual Report-* A few Department reports are missing and were addressed. Selectmen Nelson will speak with Brad Williamson regarding reports for Forest Fire Warden, Road Committee and Emergency Management. Selectmen Camp stated he is working on the Selectmen report and Marilou Maclean is working on the Treasurer and Heritage Commission report.

- *Oil burner Maintenance-* Selectmen Zacher talked to the Selectmen about finding a local contractor to service the oil burners versus staying with the oil company for maintenance. They agreed. Selectmen Zacher will make phone calls to local contractors.

- Dick Peckham asked the status of the neighborhood watch signs. Road Agent Ed Nason stated the signs are in and a letter was received from the Department of Transportation listing guidelines on installation. They will be installed once the ground softens.

- **New Business-** Coffee with the Candidates will be held on March 2<sup>nd</sup> from 8am to 10am.
  - The school pupil list was reviewed where one pupil needed to be removed as they last summer. There are 84 pupils from Brookfield attending the Governor Wentworth Regional School District. Jessica Robisneau will write a letter to the school department to remove this pupil.

Mail reviewed.

Meeting adjourned at 9:00 PM

Respectfully Submitted,

Jessica Robisneau  
Administrative Assistant