



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

SELECTMEN'S MEETING MINUTES
May 28, 2013

ATTENDANCE: , Selectman William Nelson, Selectmen Rich Zacher, Selectmen Brian Robisneau, Treasurer Marilou Maclean, Administrative Asst Jessica Robisneau, CEO Ed Nason, Tom Hill, Jason McKenna, Jim Bennett, Don McWhirter, Ed Comeau, Fred Cann, Rose Zacher.

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

Correspondence: A letter from the Department of Revenue regarding a couple of issues which were corrected and needed to be reviewed by the Select Board.

Approval of Minutes:

- **04/23/2013- MOTION:** *Selectman Robisneau moved to accept the minutes from April 23, 2013 meeting with revisions as discussed, seconded by Selectman Nelson. A vote was taken, all in favor, motion carries.*
- **05/08/2013- MOTION:** *Selectman Zacher moved to accept the minutes from May 8, 2013 meeting with revisions as discussed, seconded by Selectman Robisneau. A vote was taken, all in favor, motion carries.*
- **05/14/2013- MOTION:** *Selectman Robisneau moved to accept the minutes from May 14, 2013 meeting as drafted, seconded by Selectman Nelson. A vote was taken, all in favor, motion carries. Selectmen Zacher abstained from the vote because he was not present at the 5/14/2013 meeting.*

Public Comments: Jim Bennett read a letter he had written to the Selectmen regarding the unpaid taxes on Map 18 Lots 4B & 4C explaining the issue as to why the taxes were not paid. Both Mr. Bennett and Mr. McWhirter have asked the Selectmen not to deed these lots after non payment of the taxes due to, in their opinion, the lots being taken out of current use in properly. Selectmen Nelson asked Mr. Bennett and Mr. McWhirter if they felt there would be a conflict of interest in his vote because he worked with Mr. Bennett several years ago. Both men agreed there was no conflict of interest and stated he could vote. After discussion, the Selectmen made a motion on their decision:

MOTION: *Selectman Zacher made a motion to move forward with the deeding of Map 18 Lots 4B&4C due to non payment of taxes. The motion was seconded by Selectman Nelson for discussion. A vote was taken: Selectmen Robisneau voted nay, Selectmen Nelson and Zacher voted for the motion. The vote was 2 to 1. Motion carries.*

Selectmen Zacher told Tax Collector Peckham to start the deeding process. He asked Administrative Assistant Jessica Robisneau to email the Town Attorney to draft a letter of the decision.

REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** Mrs. Maclean presented the budget as of April 2013 to the Selectmen. Bills were reviewed and signed.
- **Tax Collector-** Tax bills were mailed to all property owners and will be due by July 1st.
- **Assessor Clerk/Administrative Assistant-** Jessica Robischeau presented an abatement on Map 99 Lot 3 which was denied.
 - Jessica Robischeau spoke with the Department of Revenue regarding a Timber Tax which was paid prior to cutting. The report of cut was received and the property owner is due a refund. Because the property taxes have not been paid for the lot of land, Mrs. Robischeau was asked to check if the refund could be applied to the unpaid taxes. Per the DRA, the refund must be mailed to the property owner. Therefore, a refund check will be mailed by next week.
 - An intent to cut was signed for Map 28 Lot 11.
 - A Timber Tax Warrant was signed for Map 28 Lot 11.
- **Road Agent/Code Enforcement-** The scenic road signs have been received and will be installed this week. Selectmen Zacher stated there may be a road issue on Tumbledown Dick Rd and asked Ed Nason to review the road.
 - Ed Nason is waiting for bids for paving Brice Dr and Tumbledown Dick Rd and waiting for the surveyor estimate on Brice Dr.
 - Marilou Maclean stated she rode up Tibbett Hill Rd where there was a prior complaint regarding the condition of the road. She stated that the road is in excellent condition and complimented the road crew for their work.
- **Emergency Management-** The grant paperwork for the emergency radio equipment has been received and placed in Brad Williamson mailbox.
- **Heritage Commission-** A special meeting will be held tomorrow to work on the Schoolhouse repair options and Old Home Day.
- **Town Clerk-** The resignation of the Deputy Town Clerk was received by the Town Clerk. The job posting will need to be posted.
- **Joint Loss Management Meeting-** The meeting was held today at 6pm. The fire extinguishers have been updated and tagged. They will be automatically updated annually by the fire extinguisher company.
 - Selectmen Nelson state Brad Williamson was concerned about the location of the lock box for the fire department. Per Marilou Maclean, it was approved by the fire department before it was installed. Selectmen Zacher was elected the Chairman of the Joint Loss Management Committee.
- **Agriculture Commission-** Ed Nason stated there is a meeting scheduled for Monday June 3rd, 2013.
- **Trustee of the Trust Funds-** An email was received asking if the Town foresees any withdrawal of Trustee money in excess of the amount of \$130,000 over the next few years. They are in the process of investing money. Due to repairs to Townhouse/Schoolhouse and other items on the Town's agenda, there is a great probably it will go over this amount. The Selectmen decided to receive clarification from the Trustees.

- **Old Business-** The sign advertising the sale of baked goods on the corner of Governors Rd and Rte 109 has been removed. Selectmen Nelson stated that they can put up a small sign on the day of the sale as long as it is removed after the day. CEO Nason stated that they will be attending farmers markets for the summer and no sign will be needed for this time.
 - Selectmen Zacher stated that we should thank Frank Fazier for placing the flags out in area cemeteries for Memorial Day.
 - The money from the April Breakfast was supposed to be allocated to the Conservation Commission but Selectmen Nelson heard that they would like it to be allocated to the Heritage Commission. Tom Hill stated he would ask the Conservation Commission if they would this be done.
 - Discussion was made regarding the official posting sites for Town meeting announcements.

MOTION: Selectman Zacher made a motion to make the Town House board, the Stoneham four corners bulletin board and the Town website as the official posting areas for Town meetings notices. The motion was seconded by Selectman Robischeau. All in favor and the motion carries.

Selectmen Robischeau volunteered to post all Selectmen announcements at the Stoneham four corners board.

- Selectmen Robischeau stated that the Assessor Clerk asked to change her hours for July and August to 8:30am to 12pm.

- **Public Comments-** Diana Peckham announced that long time resident and founder of the Scholastic Fund passed away and a memorial service will be held on Saturday June 1st, 2103.
 - Selectmen Zacher stated that at the Wakefield Selectmen meetings, Chief Fifield presents a monthly police report to their Selectmen. He would like the report to be sent to Brookfield so we can report this monthly to the residents at the Selectmen Meetings. Selectmen Zacher will talk to the Chief about this.
 - CEO Nason asked if the Selectmen approved placing a link to www.governmentoversite.com on the Town website for resident's to access the Selectmen and Planning Board meetings. After discussion, they made a motion to approve:

MOTION: Selectman Robischeau made a motion to place the link to www.governmentoversite.com on the Town website for resident's to access the Selectmen and Planning Board videos. The motion was seconded by Selectman Zacher. All in favor and the motion carries.

- Many private burial grounds are not maintained and overgrown. Tom Hill stated many are on private property. Volunteers are needed to help maintain these cemeteries. Some residents who have a cemetery on their property do maintain them. Once possibility discussed was to hold a "Clean the Cemetery Day". Tom Hill will talk with the Cemetery Committee members.

Diana Peckham asked for a letter in writing to proceed with the deeding of the two properties discussed previously. In addition, there is an additional property, the Wiggins Cemetery, which is due to be deeded. Fred Cann stated that the Wiggin family has maintained the property every year and would send them an email regarding the taxes. Diana Peckham was asked to delay the deeding of the cemetery until Mr. Cann contacts the Wiggin Family.

MOTION: Selectman Robischeau made a motion adjourn the meeting. The motion was seconded by Selectman Nelson. All in favor and the motion carries.

Mail reviewed.

Meeting adjourned at 8:30 pm

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant

The 5/28/2013 minutes were approved with the following changes:

- 1) *Page 1, last paragraph, Selectmen Zacher asked the Tax...*
- 2) *Page 2, Under Road Agent, second statement, change Tumbledown Dick Rd to part of Moose Mountain Road.*
- 3) *Page3, Under Public Comments, second statement, change to : Selectmen Zacher stated that at the Wakefield Selectmen meetings, a police activity report prepared by Chief Fifield is reviewed. He would like the report to be sent to Brookfield for review at the Selectmen Meetings.*