



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

## SELECTMEN'S MEETING MINUTES

July 23, 2013

**ATTENDANCE:** Selectmen Rich Zacher, Selectmen Brian Robischoeu, Selectman William Nelson, Treasurer Marilou Maclean, Administrative Asst Jessica Robischoeu, Tax Collector Diana Peckham, Ed Comeau, Rose Zacher, Samantha Nason, Tom Hill, Ed Cann

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

**Speakers:** None

**Correspondence:** The check for the insurance claim on the Schoolhouse/Townhouse was received and given to Treasurer Marilou Maclean for deposit. The money will be deposited into a Trust Fund for repairs to the building.

- A community action report was read publicly regarding a recent trip to the Assessor Clerk's office by State rep Craig Nichols of the Department of Revenue.

### Approval of Minutes:

- **07/08/2013- MOTION:** *Selectman Robischoeu moved to accept the minutes from July 08, 2013 meeting as presented. The motion was seconded by Selectman Zacher. A vote was taken, all in favor, motion carries.*
- **07/09/2013- MOTION:** *Selectman Zacher moved to accept the minutes from July 09, 2013 meeting as presented. The motion was seconded by Selectman Robischoeu. A vote was taken, all in favor, motion carries.*
- **07/15/2013- MOTION:** *Selectman Zacher moved to accept the minutes from July 15, 2013 meeting as presented. The motion was seconded by Selectman Robischoeu. A vote was taken, all in favor, motion carries.*

**Public Comments:** None

### REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** Treasurer Maclean presented the account balances for the checking and savings.
  - She had a question on the Avitar bill and asked Assessor Clerk Jessica Robischoeu to review with Avitar.
  - The second quarter payroll taxes were filled out and submitted to the State.
  - Treasurer Maclean told the Selectmen she is still working with the Worker's Compensation Insurance Company regarding coverage for the Road Agent. She will be reviewing the Road Agent's contract with the Town's lawyer.

- **Tax Collector-** Diana Peckham stated the Town of Wakefield is having an auction for tax deeding properties. She is going to pick up an information packet which was prepared by their attorney, for future reference.
- **Assessor Clerk/Administrative Assistant-** Jessica Robischeau asked the Selectmen to sign a form from the Department of Revenue stating that the Town does not fill the PA 28 Inventory forms.
  - An intent to cut form was signed for Map 9 Lot5C.
  - An abatement form was signed by the Selectmen abating the taxes on the Higgins Cemetery.
- **Heritage Commission-** Marilou Maclean stated there will be a presentation on Old Home Day regarding James Hackett and Frank Hutchins. There will be a hike to Copple Crown, a farmers market and a Memphis style barbeque. The barbeque will cost \$12 per person.
- **Cemetery Commission-** Selectmen Zacher spoke with the Cemetery Commission for clarification regarding burials in the Town cemetery. The members will present a document outlining the process for burial.
- **GWRSD-** Selectmen Nelson stated he was asked not to include the school system on the agenda unless it is requested by the school board.
- **Old Business-** The safe in the Old Town Clerk's office was opened after several years. There were some old documents, a cashed check and old dump stickers.
  - The Selectmen discussed the pre buy option for oil and propane. Due to uncertainty of the Schoolhouse and upgrading the heating system, the Selectmen will need to speak with different oil companies regarding different options. It will be further discussed at the next meeting.
- **New Business-** Ed Comeau asked if the Selectmen would speak with legal regarding the SRPC's decision to dock points off of non dues paying towns. He felt this was illegal. Selectmen Zacher will speak with the Town attorney.

The next Schoolhouse meeting will be held on Thursday July 25<sup>th</sup> 2013 to finalize the survey and letter to residents. On August 8<sup>th</sup>, 2013, there will be an information night held to all residents in the Townhouse at 7pm. On August 13<sup>th</sup>, 2013, all the surveys will be opened publicly.

Meeting adjourned at 8:00 pm

Respectfully Submitted,

Jessica Robischeau  
Administrative Assistant