



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

SELECTMEN'S MEETING MINUTES
September 16, 2013

ATTENDANCE: Selectmen Rich Zacher, Selectmen Brian Robischeau, Selectman William Nelson, Town Clerk Virginia McGinley, Treasurer Marilou Maclean, Tax Collector Diana Peckham, Administrative Asst. Jessica Robischeau, Ed Comeau, Dick Peckham, Steve Michalsky, Patricia Golden, Mark Stengel, Ray Dodier, Jeanne Rousseau, Dan Balsler, Michael & Cynthia Howard, Samantha Nason.

The meeting began at 7pm

The Pledge of Allegiance was led by Ray Dodier.

On the agenda for this evening was to address three items:

1. Brice Drive paving
2. Road Agent's Contract
3. Foundation bids for the Schoolhouse

Brice Drive- Each property was discussed regarding the right of way from the Palmer Dr intersection to the Piney Dr intersection. One property has a well which was placed in the right of way. The Selectmen decided the best way to correct this issue, is to give the property owner a right of way for the well. The Town Attorney will be working on the paperwork. On 21 Brice Dr, the property owner owns the property in the front which is 3 ft into the paved road. On 24 Brice Dr. the front fence is in the right of way. The property owner was present at the meeting and understands the fence and lamppost needs to be moved. A catch basin with a cast cover will be installed. A row of trees border the right of way. Road Agent, Ed Nason, stated he will try to save the trees. After it's all done, the area will be loamed and seeded.

On 28 Brice Dr., the stone wall and mailbox needs to be moved. The property owner stated that she has already begun moving the wall and are aware of the property line.

There were no other issues for the other property owners. There is a rock on the Peckham's property which needs to be removed and the Peckham's have requested to be moved onto their property on Palmer Dr.

Residents were concerned with water flow issues which may occur due to the paving and leveling of the hill on Brice Dr. Mr. Nason has stated that the water will flow the same way it has in the past. The road crew plan on beginning the prep work for the road which includes cutting away the banks and driveways next week. This will take approximately 1 week to 1 ½ weeks to complete. Paving is tentatively scheduled for the second week in October.

Road Agent Contract- The Selectmen reviewed the Road Agent's contract which is not required to go out to bid. The Selectmen indicated that Ed Nason, TEN Construction, has done a wonderful job with the roads. The Selectmen tossed around the idea of having the Road Agent rent the maintenance shed since it is used by the road crew. It was determined that as long as it is not rented, it can only be used for Town business and no personal business. It was agreed that the Selectmen would not charge for renting the shed.

- The Road Agent's name on the contract was changed from Ed Nason dba TEN Construction to TEN Construction, LLC. This is a three year contract. A few changes were made to the wording in the contract and at the end all three Selectmen need to sign the contract. The contract will be revised to reflect the changes discussed and then signed at a later meeting. Next, the rates were slightly revised and agreed on. The base rate for fuel was set at \$4.00. If the rate goes above or below \$.50, the rate will then be readjusted. The Selectmen questioned an equipment charge for plow blades. Ed Nason stated that new blades need to be purchased every few years and it is already included in the Road budget under the winter materials budget line item.

The Selectmen were satisfied with the revisions. The final draft will be signed with the final draft of the contract.

Foundation bids- Selectmen Robischeau spoke with three contractors. Two of the contractors stated they are booked until after January, towards the spring. They will still look at the job and report their information to Selectmen Robischeau. The third contractor stated he may be able to do the work before winter but can not give a definite answer for another few weeks. He will report his estimate at that time.

Selectmen Zacher suggested seeking a bid for replacement of the maintenance shed roof. Selectmen Robischeau asked if we could get a price on steel roof vs. architectural shingles. Selectmen Zacher will get bids for both.

Meeting adjourned at 9:00 pm

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant

CORRECTIONS TO THE 9/16/2013 MINUTES AS APPROVED ON 9/24/2013:

Page 1, Under Brice Drive, at the end of the third line, delete sentence “The Town Attorney will be working on the paperwork.” And replace it with “ The Town will write a letter to the property owner, asking them to apply for an easement.”