



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

SELECTMEN'S MEETING MINUTES
November 12, 2013

ATTENDANCE: Selectmen Rich Zacher, Selectmen Brian Robisneau, Selectman William Nelson, Administrative Asst. Jessica Robisneau, Ed Comeau, Tom Hill, Geary Ciccarone, Rose Zacher

Pledge of Allegiance led by Geary Ciccarone.

Correspondence of mail was opened and read. A letter from Marilyn Bushman was read resigning as Chairman of the Cemetery Trustees effective immediately.

-A few bills were reviewed and signed by the Selectmen.

-Selectmen Nelson announced that Absentee ballots are now available in the Town Office.

-A letter from Avitar was read regarding the proposed 600 Rules changes from the Department of Revenue.

Approval of Minutes:

- **10/22/2013- MOTION:** *Selectman Zacher moved to accept the minutes from October 22, 2013 meeting. The motion was seconded by Selectman Robisneau. A vote was taken, all in favor, motion carries.*
- **11/02/2013- MOTION:** *Selectman Robisneau moved to accept the minutes from November 02, 2013 meeting with one revision: Mr. Ciccarone also explained the repair that may need to be done to the handicap ramp **platform**. The motion was seconded by Selectman Zacher. A vote was taken, all in favor, motion carries.*
- **11/05/2013- MOTION:** *Selectman Zacher moved to accept the minutes from November 05, 2013 meeting. The motion was seconded by Selectman Robisneau. A vote was taken, all in favor, motion carries.*

Public Speakers: Ernie Brown announced that the State grant for the Wakefield/Brookfield Rail Trail was approved and the first phase has been completed. The trail from Turntable Park in Wakefield to Rte 16 is now open to the public. Phase 2 has been delayed with hopes to begin in the spring. Phase 2 entails a trail from Miss Wakefield Diner to Clark Road.

REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** Treasurer Maclean presented the account balances for the checking and savings. She stated that the School and County bills are due but until the tax payment start coming in, the account is short. She has printed the checks but will not mail them until there is enough in the account to cover them.
 - \$8,428 was received for the Highway Block Grant.
 - Bills and checks were reviewed and signed.

- **Assessor Clerk/Administrative Assistant-** Jessica Robisneau attended the annual NHMA conference last week.
- The Tax Warrant will be issued tomorrow and be available for the Selectmen's signatures. The Selectmen reviewed the preliminary tax totals.
- **Planning Board-**
 - The Board asked the Selectmen to sign two letters addressed to the SRPC inviting them to the Town Offices for a Saturday Coffee and discussion.
 - At last night's meeting, a lot line merger was approved to join 2 non conforming lots into 1 for Map 27 Lot 12 & 12A.
 - A subcommittee was formed and will be head by Rob Collins to consider changes to the REC-1 the zoning. The areas of subdivisions and lot line adjustments will be addressed.
 - Mr. Ciccarone submitted the Planning Board proposed budget for 2104. With this, an update was given on the Planning Board Assistant's hours and he stated he is considering a raise for the Assistant since he does a good job and has never received a raise.
- **Code Enforcement/ Road Agent-** Selectmen Zacher updated the Select board since Ed Nason could not attend. The tree limb which fell and was on the shed has been removed. Compliments have been received regarding the Brice Dr road project.
- **Heritage Commission-** Pot Luck dinner held on November 9th was well attended. Mrs. Maclean thanked all who came and participated.
- **Cemetery Commission-** Selectmen Nelson contacted one of the owners of the Drew Farm Subdivision asking if they would be willing to trade lots in the subdivision for the two lots acquired due to non payment of taxes. He explained that the location would be sufficient for a future Town Cemetery. The owner stated he would speak with his partner and get back to him.
 - The Selectmen agreed that there is no reason to sign the Cemetery Commissions informational memo on the current status of the Town Cemetery and the regulations.

New Business- The tax rate is set at \$16.13 and asked Jessica Robisneau to post this on the website.

- Selectmen Robisneau asked the public and Board if they would support raising money for a Veteran's Stone Monument to be placed on Town property. He would also like volunteers to help with the monument. The other Selectmen agreed it was a good idea.

Old Business- Selectmen Robisneau stated voicemail should have a generic message pointing anyone who calls and gets the voicemail, to look at the website for updated hours. Rose Zacher stated that the hours should be listed on the front page of the website. Jessica Robisneau will work on the voice message.

Meeting adjourned at 7:30 pm

Respectfully Submitted,

Jessica Robisheu
Administrative Assistant