



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

**SELECTMEN'S MEETING MINUTES**  
November 30, 2013

**ATTENDANCE:** Selectmen Rich Zacher, Selectmen Brian Robischeau, Selectman William Nelson, Ed Comeau, Geary Ciccarone, Harriet Wilson (Heritage Commission), Marilou Maclean Treasurer.

The meeting was called to order at 9:00am.

The first order of business was announced by Selectmen Nelson who asked the other Selectmen if anyone disagreed with Jennifer McKown taking on more hours in the event Virginia McGinley was unavailable. Both Selectmen agreed to allow extra hours. Selectmen Nelson will tell Ms. McKown.

Due to the recent resignation of the chairman of the Cemetery Commission, Selectmen Nelson stated they will need to discuss appointing someone to this position.

Contractors for bids on the heating system have been contacted but due to the late notice, no one was available to meet today. The pipes will be drained by next week and heat will be off. The Selectmen will be going to the Schoolhouse today to remove any liquids which may freeze.

All who attended walked to the Schoolhouse/Townhouse to discuss and make a decision on where the bathroom will be located and floor repair.

Selectmen Zacher expressed his concern about consolidating the water supply lines to one area to prevent future freezing. Mr. Ciccarone explained the difference in cost to locate the bathroom in the middle of the building vs. the front of the building. After lengthy discussion, the Selectmen made a decision to locate the handicap bathroom in the front of the school house building, on the side of the building opposite the town offices. It was further agreed that the current working bathroom, nearest the town offices, will be refurbished and remain as a half-bath. The current location of the utility room will essentially remain where it is, but the overall size will be reduced due to the additional handicapped bathroom. Additionally, in order to accommodate the new handicapped bathroom, the existing front wall of the school house will be extended towards the middle of the school room, approximately 2-3' from the current location. This will allow for the front window in the handicapped bathroom side to be contained within the new bathroom.

Next, Mr. Ciccarone discussed the most efficient place (in his opinion) to locate the furnace. Locating the furnace in the middle of the building would be the most efficient versus having it in a corner. If it is centralized, the heat will distribute more evenly. A small second unit should be placed in the old Town Clerk's office where the large safe currently stands.

The floor will be raised to properly install new floor joists. Mr. Ciccarone suggested screwing down the floor boards to repair any bowing of the boards. It was agreed that due to the age of the floor and the current condition there will need to be further discussions to address the flooring within the Schoolhouse.

Due to the lack of heating within the school house and town hall, all liquids were to be removed from the location and stored in the town offices. Other minor provisions were made due to the lack of heating.

Meeting adjourned at 10:30 AM

Respectfully Submitted,

Jessica Robisneau  
Administrative Assistant