



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

SELECTMEN'S MEETING MINUTES

February 11, 2014

ATTENDANCE: Selectmen Rich Zacher, Selectmen Brian Robischeau, Selectman William Nelson, Administrative Asst. Jessica Robischeau, Marilou Maclean, Gery Ciccarone, Rose Zacher, Ed Nason, Ernie Brown, Ed Comeau, Fred Cann, David Guttadauro, Craig Evans, Ashley Maimes

The Pledge of Allegiance led by Ernie Brown.

The meeting began with a budget hearing of the 2014 Proposed Budget. Selectmen Nelson read each budget line publicly and asked the public if they had any questions. Overall, there was an approximate increase in the budget of 13% mainly to prepare for possible abatements for 2014 for the Kingswood Lake properties and the Fairpoint abatement. The Selectmen reassured the public that they are working with Avitar regarding the assessments on Kingswood Lake.

Scheduled Speakers: Ashley Maimes spoke on behalf Moose Mountain Recreation. Ms. Maimes asked the Selectmen for a letter from the Selectmen approving to serve outdoor liquor. A client would like to hold their wedding at Moose Mountain Recreation so they are seeking permission from the Liquor Commission to allow serving of outdoor liquor. The Liquor Commission requires a letter from the Selectmen with their approval. Ms. Maimes stated they would only serve liquor until dark as they have no outdoor lighting. The Selectmen agreed to allow this for a 1 year trial. Selectmen Zacher asked Ms. Maimes to write a letter to the Selectmen with the times and the area liquor would be served.

Approval of Minutes:

- **01/23/2014 1:30pm- MOTION:** *Selectman Zacher moved to accept the minutes from January 23, 2014- 1:30pm meeting. The motion was seconded by Selectman Robischeau. A vote was taken, all in favor, motion carries.*
- **01/23/2014 6:30pm- MOTION:** *Selectman Robischeau moved to accept the minutes from January 14, 2014 meeting. The motion was seconded by Selectman Zacher. A vote was taken, all in favor, motion carries.*
- **01/28/2014- MOTION:** *Selectman Robischeau moved to accept the minutes from January 28, 2014 meeting. The motion was seconded by Selectman Zacher. A vote was taken, all in favor, motion carries.*
- **02/02/2014- MOTION:** *Selectman Robischeau moved to accept the minutes from February 02, 2014 meeting. The motion was seconded by Selectman Zacher. A vote was taken, all in favor, motion carries.*

REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** Marilou Maclean stated the balance in the checking account as of today is \$51,984 and \$331,049.49 in the savings account.
 - The \$7500 grant money for the handicap bathroom in the Schoolhouse from Meredith Village Savings Bank was received.
 - Quarterly payroll taxes have been filed with the State of NH and Federal government.
 - The Highway Block Grant has been received.
 - Ms. Maclean explained to the Selectmen the different options she looked in to for making deposits other than driving to Wolfeboro to Meredith Village Savings Bank, in order to save money through mileage.
 - 1) Through ACH transfer-Transfer cost of \$7.10 per transfer.
 - 2) Wiring the money- Cost- \$10 for incoming wire and \$25 for outgoing wire.
 - 3) Set up a scanner in the office to scan the checks.
 - 4) Open an account at Profile Bank in Wakefield- minimum of \$100 in the account with no fees except transfer funds to another bank.

Marilou Maclean stated she will work with the Town Clerk and Tax Collector to bring the deposits to Wolfeboro herself.

Schoolhouse: The Selectmen asked Marilou Maclean her opinion on what to do with the safe in the old Town Clerk's office. She would like it displayed in the Schoolhouse. It was decided that Geary Ciccarone and David Guttadauro look into moving the safe.

- The heating contractor for the Schoolhouse will start on Monday. Selectmen Nelson stated we need a copy of his Insurance Certificate before work begins.
 - An electrician is needed for the electrical work in the Schoolhouse. All agreed to contact the Town electrician for this work.
- **Tax Collector-** Deputy Tax Collector Rose Zacher stated that this Friday, they will be mailing out reminder notices for outstanding taxes.
 - **Assessor Clerk/Administrative Assistant-** Two Veteran spouse exemptions were signed and two new veteran exemptions were approved. A current use application for Map 6 Lot 7 was approved and signed. A report of cut was received and the Timber Tax Warrant was signed for Map 12 Lot 1. The Indemnification Clause voted on during the January 28, 2014 minutes was signed by all three Selectmen.
 - **Planning Board-**
 - Mr. Ciccarone stated that The Town of Middleton is in the process of reviewing a proposal for a golf course and a 57 room hotel. Due to the regional impact on area Towns, they are inviting Towns to participate in the discussion.
 - **Code Enforcement/ Road Agent-** Ed Nason stated he will be making room for more snow which is due to the area. Code Enforcement has been quiet.
 - **Heritage Commission-** Tomorrow nights meeting has been changed to next Wednesday February 19, 2014.

•**New Business-** The Town Report will be reviewed on Saturday morning. It is nearing the time it needs to go to print.

- *Trustee Key-* Jessica Robisneau was asked by Trustee Chair Tom Giguere who can give the new Trustee Chair a key to the Town Office because, although he will not be chair for the Trustee of the Trust Funds, he needs it for the Conservation Commission. The new chairmen will need their own key to do work for the Trustee of the Trust Funds. The Selectmen approved Mrs. Robisneau to distribute the key.

-*Health Officer-* An email from Dr. Marsh was received stating the Health Officer appointment is expiring and he would like to stay on as the Town's Health Officer. All three Selectmen agreed. They will need to sign the document from the State approving his renewal as Health Officer. They asked Jessica Robisneau to print the form and present it at the next meeting.

- *Candidates Town Coffee-* March 1st at 9am, the Selectmen have decided to hold its annual Candidates Town Coffee. The coffee will be held in the Town office if the Townhouse is not ready. All Candidates are invited to speak at the coffee.

-*Scrap metal check-* Tom Hill sent a check for \$16.27 for the scrap metal he removed at the Schoolhouse. The Selectmen felt that because he volunteered his time to removed the metal and bring it to the scrap yard, that he should be thanked for this. They decided to deposit his check but in turn, get Mr. Hill a gift certificate for all his hard work.

-*Welfare Guidelines-* The Welfare Director, Lynn Watts, wrote a memo to the Selectmen advising that the NH law has changed regarding the provision of local welfare assistance for individuals who received cash assistance through NH's Aid to the Permanently and Totally Disabled or Old Age Assistance Programs. Under this law," effective 1/1/2014, NH law expressly permits municipalities to provide recipients of APTD and OAA cash assistance with local welfare assistance pursuant to RSA 165:1, et seq. "

Motion: *Selectmen Zacher made a motion to accept this change in the Town's Welfare Guideline per RSA 165:1 as stated above. Selectmen Robisneau seconded the motion. All in favor and the motion carries.*

• **Old Business- Kingswood Property Assessments-** The Selectmen discussed options for reassessing the Kingswood Lake properties or possibly the entire Town. Selectmen Zacher recused himself from the discussion due to a conflict of interest- being a Kingswood Lake property owner. Selectmen Robisneau will call the Department of Revenue and Laura Spector-Morgan @ Mitchell Municipal Group to discuss the options. Selectmen Nelson will speak with Loren @ Avitar also regarding different options.

The next Selectmen meeting will be held on February 25, 2014 at 6:30pm.

Meeting adjourned 9:00 pm.

Respectfully Submitted,

Jessica Robisneau
Administrative Assistant