



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

## SELECTMEN'S MEETING MINUTES

May 27, 2014

**ATTENDANCE:** Selectmen Rich Zacher, Selectmen Brian Robischoeu, Selectman William Nelson, Administrative Asst. Jessica Robischoeu, Marilou Maclean, Rose Zacher, Ed Nason, Ed Comeau, Tom, Hill, Fred Cann

The Pledge of Allegiance led by Jessica Robischoeu

*Correspondence of mail* was opened and read.

- A donation was received from Mr. & Mrs. Bill Gaver for Old Home Day.
- The payment schedule for the next school year was received from the Governor Wentworth Regional School District.

### Approval of Minutes:

**05/13/2014- MOTION:** *Selectman Robischoeu moved to accept the minutes from May 13, 2014 meeting with the following change: 1) Under correspondence, strike through the first sentence and replace with: The Town Clerk submitted two requests to attend the annual Town Clerk's conference in October and a regional conference in November.*

*The motion was seconded by Selectman Nelson A vote was taken, all in favor, motion carries.*

### REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** The balance in the Town banks account were given. The bill for the school system has been paid and there is a remaining amount of \$242,000 in the accounts.
- **Tax Collector-** The tax bills have been mailed. Diana Peckham is holding the Wiggim Cemetery bill and asked if the taxes are being abated for 2014. After discussion of the past billing years, the Selectmen decided to abate the taxes for 2014:  
***MOTION: Selectmen Robischoeu made a motion to abate the 2014 taxes. Selectmen Nelson seconded the motion. All in favor and the motion carries.***
- **Assessor Clerk/Administrative Assistant-** An intent to excavate and 2 timber tax warrants were presented and signed by the Selectmen.
  - A proposal by White Mountain Oil & Propane was received and discussed for a lock in price for the 2014 heating system. The Selectmen decided to hold off in anticipation of the prices to lower over the summer.
  - Avitar and the Department of Revenue are ready to proceed with the next step in the revaluation process. A meeting will be held on June 4<sup>th</sup> at 6pm in the Townhouse.

- Jessica Robischeau announced that Craig Nichols from the DRA will be in the office tomorrow for a regular visit.
- **Code Enforcement/ Road Agent-** Lyford Road will be graveled and graded on Wed starting at 7am and on Friday.
  - Other dirt roads, such as Tumbledown Dick Rd and Camp Rd, will begin grading depending upon any rain.
  - A date for paving has not been set. It will be posted once the date is known.
  - Ed Nason asked for permission to slowly upgrade the Camp Rd area by widening it because the grader will not fit. No plowing but easier access for the grader and residents. The Selectmen agreed to allow \$4000 of the road budget to be used on this road annually. It will be a low priority project.
  - The removal of the tagged trees on Lyford Rd is being held off until the road work is complete. They will be removed before the winter.
- **Conservation Commission-** The next meeting will be held on June 4<sup>th</sup> at 6pm in the Town Office.
- **Forest Fire Warden-** Selectmen Zacher spoke with David Guttadauro about using his equipment to remove items from the shed to fit the Forestry truck. Mr. Guttadauro stated his equipment is being used at a work site and is not available. Ed Nason said he would look to see if he has equipment that can remove the items.
  - Selectmen Robischeau asked the other Selectmen how often the forestry truck is used on annual basis. They do not believe the truck has been used in a few years. Selectman Robischeau stated he would speak with Brad the next time he is at a meeting about the use of the truck.
- **Heritage Commission-** The Commission asked the Selectmen to appoint Steve Michalski as a member with the expiration date of 2017.
 

***MOTION: Selectmen Robischeau made a motion to appoint Steve Michalski as a member with the expiration date of 2017. Selectmen Nelson seconded the motion. All in favor and the motion carries.***

  - Window Donation-* Mrs. Maclean stated 5 windows have already been adopted.
    - Selectmen Nelson questioned how money from window donations could be spent. Would this be above and beyond what was appropriated? If we planned to expect a certain amount, could we now spend that amount plus the donations? Marilou will contact the DRA and get back to the Selectmen.
- **Cemetery Committee-** A meeting will be held on Tuesday at 10am with the Selectmen to review a potential cemetery site.
- **Town Clerk-** Selectmen Zacher clarified with Virginia McGinley the October annual conference is for 3 nights but only 2 nights will be paid for by the Town. The first night is for the set up the Town Clerk's association and not for Town business.
 

***MOTION: Selectmen Nelson made a motion to approve the 2 night stay on October 15 & 16<sup>th</sup> for Virginia McGinley to attend the annual Town Clerk 's conference and pay for Deputy Jennifer McKown for 1 day and meal for the conference. Selectmen Robischeau seconded the motion. The motion carries.***

  - Mrs. McGinley asked that a letter be drafted for the Regional Conference in November asking for a scholarship for a 1 night's stay. A letter will be drafted and given to her this week.
  - Selectmen Zacher stated that he was notified by the Town Clerk that the State will no longer fund the bill for the internet nor a State computer necessary for Virginia McGinley to do registrations. It will be the responsibility of the Town to fund these expense. Selectmen Nelson stated he will speak with someone in Concord regarding this and get back to the Selectmen.
  - The Town Clerk will be opened this Saturday from 9am to 12pm.
- **Website:** Rose Zacher stated the questionnaire for the business sites has been developed and is on the website. One person has requested to be listed, as of today.

- **Old Business:** Fifty one flags has been placed on graves by Frank Frazier and Selectmen Zacher publicly thanked him for his hard work.
  - The electrician and plumbing are working on the Schoolhouse. The plumber has asked for reimbursement of the materials. Once the invoice is received, a check will be issued.
  - The painting has been completed on the maintenance shed. The painter pointed out that the door is separating from the trim and should be looked at. Ed Nason stated it has been that way for many years.
  - The painter for the Town Office and salt shed has made an agreement with abutter David Guttadauro to access his well for the water to pressure wash the salt shed.
  - The gas line to the furnaces in the Schoolhouse will be completed on Thursday.

Checks were reviewed and approved.

The next Selectmen meeting will be held on June 10, 2014 at 6:30pm.

Meeting adjourned 7:35 pm.

Respectfully Submitted,

Jessica Robischeau  
Administrative Assistant