



SELECTMEN'S MEETING MINUTES

August 25, 2015

ATTENDANCE: Selectman Brian Robischeau, Selectman Rich Zacher, Selectman Bill Nelson, Marilou Maclean, Laurie Champy, Rose Zacher, Ed Comeau, Ed Nason, Diana Peckham, George Nick

- **Approval of minutes:**

***MOTION:** Selectman Zacher made a motion to accept meeting minutes from 08/11/2015 as presented, Selectman Nelson seconded, all in favor, motion carries.*

- **Public Comments:** Diana Peckham mentioned the need to clean the carpets and wash the windows in the Town Office Bldg. After discussing the possible options, Selectman Robischeau volunteered to wash the carpets and Selectman Nelson volunteered to get started on the windows.
- **Reports from Town Officials:**
- **Treasurer:** Balances in bank accounts given. Marilou Maclean provided a final copy of the budget through July 2015.
- **Administrative Assistant:** Laurie Champy mentioned we are in need of a copy of a Selectmen's previously submitted CIP. George Nick will provide a copy to the Selectmen via email. Laurie Champy confirmed our current Generator servicing contract will expire in Jan 2016. Selectman Zacher will contact Dame Electric and provide him with this information and suggest, if interested, he submit a proposal for a 2yr generator maintenance contract. Selectman Zacher will also contact our current provider, Generator Connection, and request a proposal from them also.
- **Assessor Clerk:** George Nick will scan and send a PDF copy of Inventory of Valuation for MS-1 to Marilou Maclean. George provided to the Selectmen a copy of Request for Proposal from Avitar as well as other local area towns.
The Selectmen agreed not to use form PA-28 from the DRA.
- **Planning Board:** Ed Comeau advised the Selectmen that the bulk of the items on their agenda was moved to the next meeting as only a limited number of members were able to attend. The Planning Board did discuss CIP forms, Survey Reports and ideas pertaining to the Master Plan. An Asset Inventory book has been started and needs to be completed. A decision needs to be made about who will be responsible for completing and maintaining this book.

- **Code Enforcement:** Ed Nason presented two *Intent to Cut* permits. One is for Map 9, Lots 1, 10, 11 & 12 on Lyford Rd, the other is for Map 38, Lots 4 & 5, and includes Map 39, Lot 3 located on Tumbledown Dick Road.
- **Road Agent:** Ed Nason met with Holden Engineering at the Moose Mtn bridge to discuss possible repair of the bridge vs replacement.

MOTION: Selectman Robischeau made a motion to engage Holden Engineering at the approx. cost of \$3,000 to begin the engineering study over at the Moose Mountain Bridge. Selectman Zacher seconded, all in favor, motion carries.

Ed Nason stated that the ditches are cleaned and the gravel work is completed on Stoneham Rd. He is expecting it to be paved next week. He will have tracks on Clark Rd ready for pavement immediately following Stoneham Rd.

Ed plans to start removal of the fence near the propane tank tomorrow. He will begin crack sealing soon.

- **Heritage Commission:** Marilou Maclean expressed her gratitude to everyone involved with Old Home Day Dinner with a special thank you to Rick Surette and John Schaffer. The next scheduled meeting is Sept 09, 2015.
- **Cemetery Trustees:** The next scheduled meeting is Thurs. August 27, 2015 at 7pm.

There was some discussion regarding the results of different surveys.

MOTION: Selectman Nelson made a motion to empower the Cemetery Trustees to make the decision on which Site Plan they will go with, either the Proposal from the Trustees or the Surveyors. We'll empower them to make that call. Selectman Zacher seconded, all in favor, motion carries.

Tax Collector: Diana Peckham expressed that she feels it is important for the future and the Town's file that in addition to the Administrative Assistant's signature the Selectmen should also be physically signing any documents pertaining to deeding.

- **Old Business:** The Selectmen will be meeting this Sat. August 29, 2015 @ 9am to discuss the water drainage issue on the Townhouse Bldg and will also discuss Brice Drive litigation. Laurie Champy will post this information on the Town's website tomorrow.
- **New Business:** Dianne Smith spoke with Voc. Tech about the students building a new Sign Display Board due to the poor condition of our current one. The Selectmen agreed this would be a good project for them if they are willing. The Town will cover the cost of materials.
The Selectmen asked Laurie Champy to supply a letter to the various departments in Town requesting them to provide their budgetary needs for 2016 to the Selectmen no later than Oct. 1, 2015.

The Selectmen had a brief discussion concerning the cleaning woman's jobs performance and they agreed to continue with the practice of using bonuses in lieu of an annual rate of pay increase.

MOTION: Selectman Zacher made a motion to give the cleaning woman a \$150 bonus for the work she's done for the first 6 months of this year. Selectman Nelson seconded, all in favor, motion carries.

MOTION: Selectman Zacher made a motion to go into nonpublic session per RSA 91-A:3,II(c), Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself. Selectman Nelson seconded, all in favor, motion carries. Roll call: Selectman Nelson, yes, Selectman Zacher, yes, Selectman Robisneau, yes.

MOTION: Selectman Robisneau made a motion to come out of nonpublic and that we seal the nonpublic meeting minutes for two years. Selectman Nelson seconded the motion, all in favor, motion carries. Roll call: Selectman Nelson, yes, Selectman Robisneau, yes, Selectman Zacher, yes.

The Selectmen had a lengthy discussion about the Brice Drive litigation. Selectman Robisneau will call Attorney Laura Spector for further explanation of the language used in the proposed Summary Judgement. There will be a special Selectmen's mtg on Sat. Aug 29, 2015 @ 9am at which time they will further discuss the newly clarified information.

Ed Comeau spoke of the financial crisis in the County. He requested that Brookfield follow Moultonboro's lead and issue a similar letter to the County Commissioners Office requesting they appear in person to explain the situation. He suggested a call be made to the town for a copy of their issued letter.

- Bills were reviewed and checks were signed.

Meeting adjourned 9:10pm.

The next regular scheduled Selectmen's meeting is Sept 08, 2015 at 6:30pm.

Respectfully Submitted,

Laurie M. Champy
Administrative Assistant