



SELECTMEN'S MEETING MINUTES

June 26, 2018

Meeting called to order at 6:34pm.

ATTENDANCE: Selectman Brian Robischeau, Selectman Rick Surette (absent), Selectman Rich Zacher, Laurie Champy, Marilou MacLean, Ed Nason, Ed Comeau, Rose Zacher, Dianne Smith, Craig Evans, Scheduled Speaker Attorney Kate Miller

- **Scheduled Speaker:** Attorney Kate Miller provided information on cable TV franchise agreements and explained the process of obtaining and/or updating an agreement. It will need to be determined how many residents do not have access to cable. Craig Evans stated there may be documents from a Cable Committee that existed at one time in town. He will also look for a 911 map that shows all the homes identified by number. Attorney Miller currently represents other area towns and will inquire about Brookfield joining their efforts and cost sharing. As a professional courtesy, Selectman Robischeau will inform the town's attorney, Laura Spector-Morgan, of the potential relationship with Attorney Miller.
- **Approval of Minutes:**

MOTION: Selectman Zacher made a motion to accept meeting minutes from June 12, 2018 as presented. Selectman Robischeau seconded, all in favor, motion carries.

- **Treasurer:** Marilou MacLean stated she discovered in the process of renewing the Town's Property and General Liability Insurance Policy that the bridge on Moose Mountain Rd will not be covered due to it being on the State's Red List.

She stated she submitted the Workers Compensation renewal this week.

- **Tax Collector:** Rose Zacher stated that of the \$987,824 Tax Warrant, \$627,563 has been collected, including almost \$30k of assigned credits.
- **Administrative Assistant:** Laurie Champy asked if the Selectmen heard from the PB following their meeting regarding a recommendation about the SRPC dues. Ed Comeau stated he will report on that later in the meeting under PB.

Laurie stated the water test results are in on the sample drawn from the Town Office building. The results are within normal limits.

- **Planning Board:** Ed Comeau reported they recommend not to pay the SRPC dues and they encourage the Selectmen to sign and submit the paperwork. Laurie will mail the paperwork tomorrow. Ed stated they continue to work on the Master Plan Survey. They also had an informal discussion on a subdivision request.
- **Conservation Commission:** The meeting is canceled for July.
- **Code Enforcement:** Ed Nason presented an Intent to Cut Permit for signature on Map 23 Lot 6.

He presented one Yield Tax Warrant, this is a resubmission due to a typographical error, in the amount of \$30.08 for Map 30 Lot 3.

MOTION: Selectman Zacher made a motion sign the Warrant for \$30.08 for Yield Tax. Selectman Robischeau seconded, all in favor, motion carries.

Ed presented multiple Timber Tax Warrants for signature from the Selectmen:

- 1) Map 9 Lots 1, 10, 11, 12 for \$1,700
- 2) Map 4 Lot 8 for \$45.02
- 3) Map 26 Lot 18 for \$5,200
- 4) Map 4 Lot 11 for \$102.02
- 5) Map 4 Lot 10 for \$110.93

MOTION: Selectman Zacher made a motion to approve Warrants for the 5 lots as documented in meeting minutes. Selectman Robischeau seconded, all in favor, motion carries.

Mr. Nason stated he is working on a couple of building permits, one for a house and the second for a porch.

- **Road Agent:** Ed Nason stated one pallet of cold patch has been used this season. The crack sealer was set up today. He added that he has not been able to work on grading due to the grader being in need of repair.

He met with the company to work on paving estimates for a few options at the Town Office complex, overlay on Pike Brook Road, the hills on Tumbledown Dick Road, multiple aprons, and to reaffirm pricing on Brice Drive. Selectman Robischeau asked Ed if he's heard back from Eversource (regarding their role in pole placement for the road work on Brice Drive) and added he has information for a second contact there if necessary. Ed requested the opportunity to make one more call for an update.

- **Heritage Commission:** Marilou MacLean mentioned the BBQ scheduled for August 04. She said Selectman Rick Surette will be doing the BBQ and the Commission will organize the remainder.

Marilou said that 2019 will be the 225th Anniversary of the Town's incorporation and she would like to display a banner announcing the celebration. She will provide a design idea to the Selectmen in the near future for their review.

- **Cemetery Trustees:** Craig Evans stated a Cemetery Graveyard Trust has been established for a "lost" cemetery on the LeClair property. The cemetery will be known as the Churchill Children's Graveyard; there are 5 children buried there.

- **Brookfield Grant Review Committee:** Ed Comeau reported they are still working on a smooth flow process.

The Committee is currently working on a complicated, Federal Grant for the Emergency Operations Plan.

He stated the Fish & Game Grant application has been mailed in and received by Karen Bourdeau.

- **Old Business:** The Selectmen further reviewed the details of the \$5,050 proposal for the aluminum handicap ramp for the Townhouse.

MOTION: Selectman Robischeau made a motion to accept the estimate and give the green light. Selectman Zacher seconded, all in favor, motion carries.

Selectman Robischeau stated he needs to coordinate w/Selectman Surette to purchase and transport shelving to continue the progress in the attic.

The mulch ordered from David Guttadauro for the Town Office complex was delivered and is ready to be spread.

Selectman Robischeau is working on the town contract as discussed at the previous BOS meeting. Selectman Robischeau will provide the completed contract to Laurie to put on letterhead.

The 4 received propane bids were reviewed. Even though it wasn't the lowest bid, the Selectmen preferred to continue their working relationship with White Mountain Oil and Propane. They asked Laurie to call White Mountain in the morning to ask them to consider reducing pricing.

MOTION: Selectman Zacher made a motion to go with White Mountain for next year's propane and ask Laurie to better price. Selectman Robischeau seconded, all in favor, motion carries.

- **New Business:** Selectman Zacher spoke of the need to have a town maintenance contractor to complete a variety of tasks. Ed Nason said he has a retired friend that would be a good fit for this need and he may be interested. The Selectmen asked him to contact him.

Selectman Zacher thanked Selectman Robischeau for cleaning the carpets in the Town Office building.

It was mentioned that no proposals have been received yet for painting the Townhouse Building.

Assessor Rod Wood will be contacted to determine if the PA-28 form will be utilized this year.

Selectman Zacher reminded everyone of the Town Coffee this Saturday from 8-10am in the Townhouse Building.

As a follow-up to the discussion earlier in the meeting on the SRPC dues:

MOTION: Selectman Zacher made a motion to not send the dues to SRPC. Selectman Robischeau seconded, all in favor, motion carries.

Marilou MacLean requested the Selectmen take down the voting booths in the Townhouse. The Selectmen discussed the preferred location for the next election and agree to move it back to the Town Office building. They will inform Virginia of the location change.

- **Mail/Bills:** Correspondence was received from the Ossipee BOS regarding the impact of the school budget on their tax rate. They are inquiring with all the other local towns affected by the GWRSD budget to see if there is interest in forming a budget committee with representation from each town. The Selectmen asked Laurie to write and indicate Brookfield is interested in participating.
- **Public Comments:** Ed Comeau asked if the Selectmen ever held a joint local selectmen meeting. In reference to the letter from the Ossipee BOS, he suggested this would be a good opportunity to meet and discuss school taxes and what to do about it.

Each bill to be paid was read, by Marilou MacLean, indicating the payee and amount due.

MOTION: Selectman Robischeau made a motion to accept bills as read on record by Marilou. Selectman Zacher seconded, all in favor, motion carries.

Meeting adjourned at 8:31pm.

The next regular Selectmen's meeting is scheduled for July 10, 2018 at 6:30pm at the Town Office building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant