

SELECTMEN'S MEETING MINUTES
April 14, 2009

Attendance: Ernie Brown, Craig Evans and Clifton Camp

Staff: Ed Nason CEO, Pam Frazer Assessor Clerk, Marilou MacLean Treasurer, Dick Peckham Moderator, Brad Williamson EMD Doug Vanderpool Forest Fire Warden & Jennifer Sonricker Admin. Assistant

Public in attendance: 6

Reporter: Heather Terragni

The meeting convened and was called to order by Clifton Camp at 6:30 p.m. Clifton led us in the pledge of allegiance.

Approval of Minutes:

Minutes from March 24, 2009 reviewed.

MOTION: Craig made a motion to approve minutes from March 24, 2009 as presented, seconded by Ernie. A vote was taken; all in favor, motion carries.

Public Comments:

No Public Comments.

Report of Town Officials:

Zoning Board

Of Adjustment Jim Martin reported his term expired in March and he is asking not to be re-appointed. This leaves two openings on the board. Jim recommends Dick Peckham and Richard Mauser be appointed to the board.

MOTION: Ernie made a motion to appoint Dick Peckham and Richard Mauser to Zoning Board of Adjustment, seconded by Craig. A vote was taken; all in favor, motion carries.

Admin. Asst. Nothing to report.

Assessor Clerk Pam presented the Selectmen with a current use change application for Map 4 Lot 16, the owners are adding to other land currently in current use.

Tax Collector N/A

**Forest Fire
Warden**

Doug reported the truck is back in the town barn. There is an electrical short; Brad is looking into repairing it. No brush permits are being issued.

Treasurer

Marilou presented the Selectmen with 2008 Auditors report dated 3/23/09, the audit was performed by Stephen Berry and Len Abrahamson. There are three recommendations;

1. Road Agent obtain numbered voucher book to use for any monies received.
2. Code Enforcement Officer obtains a numbered voucher book to use for any monies received.

3. The Selectmen determine the correct length of time for disposal of “old” and “voided” vehicle registration forms that are pre-printed from the State of NH.

Craig explained that the Selectmen have no authority over State of NH DMV; it is up to the State to determine when registrations can be disposed of. Ed reported he does not accept monies as Road Agent so a receipt book is not needed for this. The Selectmen agreed he should have a receipt book to use when receiving money as CEO.

Planning Board Janet reported the board has finished updating their Rules & Procedures. Things are starting to get organized and tasks completed. At the next meeting Bob Bourdeau, owner Moose Mountain Recreation is going to give an informal talk on his future plans. At this meeting the board will also begin looking at site plan review. Task pipeline includes commercial and home occupations.

**Trustees of
The Trust
Funds**

N/A

Town Clerk

N/A

**Emergency
Mgmt.**

Director

Brad reported things have been quiet, he is working on health hazard response plan.

CEO

Ed presented the Selectmen with two excavation permits for signature. No building permits have been issued.

Road Agent

Ed reported on roads. He recommends weight limits be pulled on some roads. Some work needs to be done on Walker Road, this road was hit hard with mud, he would like to smooth it some while still partially wet and then smooth again when completely dry. All culverts but two have been cleaned, for some culverts this is the first time they have been cleaned in a long time. Ed is working on a culvert map and will be marking all culverts. High limbing will begin this week. He is in the process of getting estimates for renting road side mowing equipment. Craig reminded Ed of boulders on Cottle Hill Road, Ed reported this will be done when the road dries; it is still full of mud.

Ed reported the culvert at Mountain Road and Tumbledown Dick Road needs replaced. His goal is to do the project all at once and keep the road open. He expects the road will need to be closed for a max of ½ hour. The project will begin after the morning bus route. He would like to do this next Tuesday, April 21st. He will post the road tomorrow with the date of work and to expect delays.

If there is no rain he should be able to start grading next week.

Moderator

Dick reported the special election is next Tuesday. Everything is ready; they will setup Monday the 20th at 1:00 PM and take down Wednesday the 22nd at 9:00 AM. The polls will be open from 8:00 AM – 7:00 PM. Dick confirmed with the Selectmen that they will be able to assist with counting when the polls closed; all Selectmen are available.

Archivist

Craig reported record book 3 is finished, he will write the final report required by the grant.

**Conservation
Commission**

MOTION: Craig made a motion at the request of the Conservation Commission chair to appoint Tom Giguire as full time Conservation Commission member, seconded by Ernie. A vote was taken; all in favor, motion carries.

Craig reported that DES application from Ingalls was received by the State, the State has requested more information; the Conservation Commission will continue to follow this.

**Cable
Committee**

N/A

**Parks &
Playground**

N/A

GWRSD

Ernie reported that vocational money has been approved for the new school project but the State construction aid portion is now at risk. This is a flip-flop of the issues being addressed at election. They are moving forward with Architect and plans but will not begin construction unless state aid is available.

**Road
Committee**

Brad presented diagram with suggested location of Town Salt Barn. He reviewed the shape of the town property; the lot is shallow with long road frontage. The suggested location is at the far end of the property line, furthest from the town office building. The salt barn would be accessed by its own driveway (a driveway permit will need to be obtained from the State). Craig requested walking the site before making a motion to approve the location. Further discussion ensued. Brad reported test pits have been dug, at 8' there was no water. The soil at the location is a clay based soil. Craig questioned whether a barrier could be installed to prevent runoff towards the well. Ed commented that seepage should not be an issue; there will be a cement floor and the salt pile will be covered. Ed is in the process of gathering quotes for material. Middleton Building Supplies quote came in \$2,000 more than quote received in 2001. Regarding the proposed location Ed reported the visibility is significantly increased. There was one public comment; this is a good idea. With additional information being provided Craig was satisfied and felt a site visit was not necessary.

MOTION: Ernie made a motion to approve location of salt barn as presented, seconded by Craig. Brief discussion ensued. Ed said the salt barn may be rotated to reduce the amount of fill needed. A suggestion was made to move into the setback area; Ed felt we should abide by our setback requirements even though the Town is immune to its own zoning. Ed ended by saying an initial look at quotes suggests this project should come well within the budget. The cement apron base around the site will be increased as money allows. **A vote was taken; all in favor, motion carries.**

**Agricultural
Commission**

Janet reported the Ag Commission is working on open farm day scheduled for August 8th.

**Heritage
Commission**

Nothing to Report.

Other

N/A

Old Business

Re-organization of Boards and Committees:

Craig suggested the Selectmen rotate off boards on an annual basis to allow everyone exposure to the different boards. That being said Craig reported he is unavailable Monday nights and Ernie is not available on some Monday nights because of school board meetings. Monday night meetings were further discussed, it was suggested that holding meetings during Town Clerk office hours is disruptive and they should either be moved to another night or held in the Town Hall. This option was not well received; acoustics and the fact that the current meeting room was built for boards and committees to meet were cited as reasons not to hold meetings in the Town Hall. Janet will take the suggestion to move the meeting nights back to the Planning Board and Agricultural Commission and report the findings at the next Selectmen's meeting. Reorganization of board is postponed until after the Planning Board and Ag Commission have had a chance to discuss.

Bulletin Board: This was tabled at 3/24 meeting. Craig suggested putting a bulletin board on the wall above the mail slot for non-governmental postings allowing the easel in the hall to be used exclusively for official postings. A suggestion was made to have a no community postings within the Town Office Building and to have all community postings on the bulletin boards on either side

of the Town Hall doors. Brief discussion ensued. A show of hands was requested for support of community bulletin board in hallway of town office building; there was overwhelming support for this option. The Stoneham bulletin board was then discussed; Brad reported it should be installed by the end of the week. Brad reported there is an area at the top of the board available for a heading to be added, after brief discussion it was decided that the words "Town of Brookfield" should be added to the top.

Generator: There was some confusion as to whether the generator was sold. It was reported that the sale did not go through; the current price is set at \$1,000.

Brookfield Town Cane: Craig provided a suggested addition to the current Selectmen's statement. The current statement reads "*Whereas the townspeople of Brookfield, NH have commissioned the Brookfield town cane to publicly recognize the one person residing within the town's borders who has attained the great age, with at least 25 of those years as a resident of Brookfield*" (1994). The proposed addition to the statement reads: "*Whereas the Town of Brookfield has no elder care facility within the borders of the town, the candidate for the Brookfield Town Cane may be found living in such a licensed facility within the counties of Carroll or Strafford, and that candidate shall not have resided in such a facility for more than 5 years since their last residence within the town.*" Brief discussion ensued. Ed was concerned over wording "licensed care facility" some may be excluded that are living with family members, others agreed. Craig will redraft and present at the next Selectmen's meeting.

Tasks: *Craig to redraft Brookfield Town Cane Statement based on feedback from tonight's meeting.*

New Business

Craig handed out a volunteer application for review. He is proposing this be inserted in the next tax bill mailing. The application is a survey to see what boards, committees, commissions and other town duties townspeople may be interested in volunteering for. After review it was determined a few items were missing; Parks and Rec. Committee & Road Committee. It was also suggested that Forest Fire Wardens be changed to read "Deputy Forest Fire Wardens". Craig will make the necessary changes. The application was well received. Upon approval, the application will also be posted on the website.

Tasks: *Craig to update Volunteer Application based on feedback from tonight's meeting.*

Ernie asked the other Selectmen if they would agree to waive the Municipal Building fee for a Memorial Service to be held for a town resident; all agreed to waiving the fee.

Mail Reviewed

MOTION: Ernie made a motion to accept Agricultural Commission appointments as requested in letter from Frank Frazier date April 6, 2009, seconded by Craig. A vote was taken; all in favor, motion carries. The letter requests Art Wheeler and Stephanie Hillis be appointed to a 3-year term, Andy Tapper to resign mid-term and be replaced by alternate Nathan Weeks (Andy's term expires next year) and David Guttadauro be removed as an alternate.

Meeting adjourned at 8:30 pm.

Respectfully submitted,

Jennifer Sonricker
Administrative Assistant