

**TOWN OF BROOKFIELD, NH
267 WENTWORTH ROAD
BROOKFIELD, NH 03872**

**SELECTMEN'S MEETING MINUTES
November 22, 2011**

ATTENDANCE: Selectman, Ernie Brown, Chair, Selectman William Nelson, Clifton Camp- excused, Treasurer, Marilou MacLean, Jessica Robischeau, Assessor Clerk/Administrative Asst, Brad Williamson, Emergency Management, John Nelson & Marilyn Bushman, Cemetery Trustees

PUBLIC IN ATTENDANCE: 4

The Pledge of Allegiance was led by Brad Williamson.

Public Comments: None

Approval of Minutes for October 25, 2011:

Bill made a motion to accept the October 25, 2011 minutes as presented. Ernie seconded the motion. All in favor; motion carried.

Approval of Minutes for November 8, 2011:

Bill made a motion to accept the November 28, 2011 minutes as presented. Ernie seconded the motion. All in favor; motion carried.

• **REPORTS OF TOWN OFFICIALS PRESENT**

Treasurer- Bills and checks were presented to be signed. Marilou stated she had signature cards from Meredith Village Savings Bank for the Selectmen to sign after the meeting. The budget as of October 31st 2011 was reviewed by the Selectmen with a question by Ernie regarding monies to be afforded to the Trustee of Trust Funds. Marilou estimated the amount to be afforded is \$59,000 and then she will be getting a check back from them in the amount of \$80,000. It was pointed out that the Town needs to given funds to the Trustee of Trust Funds by the end of the year and likewise with the Trustee to the Town. This is for accounting purposes. As of October 1st, the Town was authorized to spend \$773,000 but has only spent \$561,000 which is 26% under budget. Marilou emailed Parks & Rec Director Ethan Hipple asking how many Brookfield residents take advantage of the program. There are 106 individual residents event & season passes , 41 residents have season passes at Pop Whalen & Abenaki Ski Area, and 50 residents are registered for their programs.

• **Tax Collector-** Ernie announced that tax bills should be in the mail tomorrow.

• **Administrative Assistant/Assessor Clerk-Jessica Robischeau-** Nothing to report

• **Cable Commission-** Bill stated that he is still waiting for the coverage maps from Time Warner showing which areas have cable.

• **Cemetery Trustees-** John Nelson told the Selectmen that he has asked for estimates from local tree removal companies to remove the trees from the cemetery. There are 2 maple trees that need to be removed and cut in 16" lengths. Once cut, they will be placed outside the wall for Brookfield residents, at a first come first serve basis. Four people were contacted- First, Ernie Kriet, who did not respond John's calls. Second was Tim Mason who said he would not send his worker as he felt it was too dangerous. Third person was Doug Royle who did give an estimate of \$1200 to remove both trees but

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would not grind as he was afraid to damage the headstones. The fourth person is Ed Nason, who said he would look at it and get back to John by Thursday. Bill asked John that whoever does this, if we could ask them to take a horizontal slice out of one of the trees, if not rotted, and display it at the School House for historical purposes. Due to the professional tree operation of the Royle Tree Co., the Selectmen decided to approve the removal through this company.

Motion: A motion was made by Bill Nelson to contact the Royle Tree Co. to remove the two maple trees at the cemetery. The motion was seconded by Ernie. All in favor; motion carried.

- **Code Enforcement Officer/Road Agent-** Ed Nason was not present. Ernie stated that the culverts on Moose Mountains have been extended by 3' on each end. Ed is hosting a Town Coffee with an open discussion on winter plowing on Dec 10th.
- **Emergency Management-** Brad stated there is approximately \$1700 left in the budget and he is asking for 25 cots, 25 polar blankets, 50 inflatable pillows and 30 hygiene kits. The cost is \$1897.88 delivered. Ernie stated the Selectmen take responsibility for being \$200 over budget because of the most recent purchase of first responders and first aid kits on his budget. The Selectmen gave him the ok to proceed with the purchase. Next, Brad needs an agreement signed for the All Hazard Mitigation Plan they have contracted for, in agreement with the state but will need to be tabled for the next meeting, when the entire board is present.
- **Road Committee-** The meeting was held last week. They have discussed different options and Brad will have a final report with figures at the next meeting.
- **GWRSD-** The high school gym and cafeteria are finished. The practice gym floor can now be fixed as the food operation is being moved into the cafeteria. There are 78 Brookfield children in school and 23 Brookfield children are homeschooled.
- **Heritage Commission-** The final report has been received by Salmon Falls Architecture. Ernie has read the report but the other Selectmen have not received the report. He pointed out that there is an electrical issue that needs attention right now and then they recommended blown in insulation above the School House and air infiltration to be addressed. Once everyone reviews the report, there will be a further discussion. No scheduled meeting for December and it will be posted. The Valentine Breakfast will be brought back by the Commission.
- **Joint Loss Management-** The next meeting is on December 13, 2011.
- **Planning Board-** Working on the Rules and Procedures Book. Ed Comeau stated he discuss with the Planning Board why the SRPC dues should not be paid. He pointed that the entire meeting can be viewed online as www.governmentoversite.com
- **Webmaster:** Jessica, Jennifer and Rose Zacher will be starting training, on the new website, of Board Members and Committees shortly. Steve Patriquin made a donation to the town of a document scanner.
- **Old Business:** Bill Nelson received one estimate for the oil tank replacement and is waiting for one more. Ernie had one estimate. They decided to defer the decision until the third bid is received.

Ernie ended the meeting with a quote:

“I contend that for a nation to try to tax itself into prosperity is like a man standing in a bucket and trying to lift himself up by the handle.” – Winston Churchill

The Town Report will be switched to the larger format for March 2012.

The next Selectmen meeting is on December 13, 2011 at 6:30pm.

Mail was reviewed.

Meeting adjourned at 8:30 pm

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant