



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

SELECTMEN'S MEETING MINUTES

July 22, 2014

6pm-The Selectmen met at the corner of Brice Dr and Palmer Dr, for the purpose of gathering information regarding the right of way. In attendance besides the Selectmen were Ed Nason, Ed Comeau, Charles and Paula Rousseau, The Donnelly's, Ray Dodier, Jeanne Rousseau, and Mark Stengal. No decisions were made at this time. The Selectmen decided to meet with the lawyer a 1/2 before the 8/21 meeting with the Planning Board.

Following this information session, the Selectmen continued the regular Selectmen meeting at the Town office.

ATTENDANCE: Selectmen Rich Zacher, Selectmen Brian Robischeau, Selectman William Nelson, Marilou Maclean, Ed Nason, Ed Comeau, Tom, Hill, Fred Cann, Geary Ciccarone, Rose Zacher

The Pledge of Allegiance was led by Tom Hill.

Correspondence of mail was opened. The Selectmen appointed members to the Strafford Regional Planning Board-Subcommittee with a motion.

MOTION: *Selectman Nelson made a motion to appoint Ed Comeau and Rick Surette as members of the Starfford Regional Planning Board Subcommittee. The motion was seconded by Selectman Robischeau. All in favor and the motion carries.*

- z The Town attorney was contacted for her recommendation regarding renting equipment by the Road Agent vs. the Town renting. Her recommendation is to have the Road Agent rents the equipment and then the rental company will send the bill directly to the Town for payment.

Approval of Minutes:

07/08/2014 MOTION: *Selectman Nelson moved to accept the minutes from July 8, 2014 at 6pm meeting. The motion was seconded by Selectman Robischeau. A vote was taken, all in favor, motion carries.*

Public Comments- None

REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** The bank balances were given. The quarterly taxes were filed. The state taxes were mailed and the federal taxes were submitted online.
 - Marilou Maclean explained the process of bank reconciliation for each bank account and distributed a balance sheet for each account. She indicated the Selectmen audit each account which includes a monthly ledger, all deposits and checks.

- A discussion started about the school bill and what they could do to ask for the bill amount to evenly spread over the months. The School board meeting will be held on August 11 at the Brookfield Town office. Marilou decided to check with other towns such as Effingham and New Durham to see if they have the same concerns. There is no formal contract with the school district but there is an RSA which obligates the Town to pay as billed. The school board secretary stated she will find out which RSA states this.

- **Assessor Clerk/Administrative Assistant-** A timber tax warrant was presented and signed. Jessica Robischeau announced that the assessing and code enforcement office will be closed next week and to refer to the website for the information.
- **Planning Board-** The Land Acquisition Meeting will be held Tuesday August 5 at 7pm. The Planning Board approved a rule and procedure change. See Planning Board meeting minutes. They are also waiting for CIP feedback from all departments.
- **Code Enforcement/ Road Agent-** Due to recent heavy rains, two areas-Lyford Rd and Tumbledown Dick Rd, need rip rap which will help prevent any wash out. Ed Nason will notify the Selectmen when this is scheduled to be completed so it can be posted on the website.
- **Emergency Management-** The hazard Mitigation has been completed. The plan needs to be printed and viewable to all residents. A tentative date for the public hearing was set for August 26 at 6pm.
- **Conservation Commission-** Nothing to report
- **Forest Fire Warden-** Noting to report
- **Heritage Commission-** Old Home Day will be held on August 16. The dinner will be held from 5-7pm. Barbecue beef and pork will be served with chicken available upon request. The cost for dinner is \$12 per person. Moose Mountain String Band will play starting at 6:30pm.
- **Cemetery Committee-** Another piece of land on the Hunter property was viewed to determine if it would be viable for a cemetery. Unfortunately, it was found to be too rocky.
- **Town Clerk-** The new computer for the Town Clerk came in at \$300 for the computer. This does not include the software needed to run the computer nor the installation cost. The Selectmen asked Marilou to ask Lance the total cost for the software, installation and VPN. Costs for DSL came in at \$30 while Time Warner internet came in at \$50. Ed Comeau gave the Selectmen contact information for Time Warner internet who offered free installation to the Town.
- **Old Business- Schoolhouse repairs-** The sheet rock has been installed. The proposed color for the paint was shown which is an eggshell tan and the floor to be painted with a floor decking dark brown paint. The ceiling will be white. The propane company is coming on Tuesday for the furnaces and hot water heater. Geary Ciccarone is donating bead board for the bathroom. There is a water leak near the old chimney. Geary stated he would install a piece of tin to divert the water and prevent and further problems. The Selectmen agreed to have Geary fix the leak.
-Fairpoint Suit- There are upcoming court hearing on the cases and after the hearings, the Selectmen will discuss what to do about Brookfield part in the suit. Some towns have settled instead of continuing with the proceedings.
- **New Business-** Selectmen Robischeau suggested that there may be a possibility that a second propane may be needed. There has always been one tank but now that the Townhouse is on propane vs oil, and

the building is an emergency shelter, there may be a need for more propane. In speaking with Brad Williamson, he estimated there would only be a few days in propane after constant use and could run out during an emergency. Selectmen Robischeau offered to call White Mountain Oil about purchasing a tank vs renting a tank. Geary Ciccarone estimated a new tank with installation to be \$2500.

Before the meeting ended, the Selectmen reviewed their worksheet for the CIP.

Checks were reviewed and approved.

The next Selectmen meeting will be held on August 12, 2014 at 6:30pm.

Meeting adjourned 8:15 pm.

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant