



## SELECTMEN'S MEETING MINUTES

October 28, 2014

**ATTENDANCE:** Selectman Richard Zacher, Selectmen Brian Robisneau, Selectman William Nelson, Marilou Maclean, Ed Nason, Dick Peckham, Rose Zacher, Diana Peckham, Fred Cann, Ed Comeau  
Administrative Asst. Jessica Robisneau

The Pledge of Allegiance was led by Dick Peckham.

### Approval of Minutes:

***10/14/2014 MOTION:*** *Selectman Robisneau moved to accept the minutes from the October 14, 2014 meeting. The motion was seconded by Selectman Nelson. A vote was taken, all in favor, motion carries. Selectman Zacher was not in attendance at the 1/14/2014 meeting. Selectmen Zacher abstained.*

**Correspondence-** A notice was read from the NH Municipal Association stating the annual conference will be held on November 13, 2014 at the Radisson Conference Center in Manchester.

**Public Comments-** None

### REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** The bank balances were given. Quarterly payroll taxes were filed with the State and Federal government. Mrs. Maclean attended a meeting with the Trustee of the Trust Funds to ask for money from appropriate funds to be pulled out a little early this year due to bills for the upcoming month. It was agreed that \$133,000 will be pulled and then in December when tax money is received, \$76,000 will be deposited per this year's warrant.
- **Tax Collector-** Diana Peckham stated the proposed budget for 2015 has been submitted.
- **Assessor Clerk/Administrative Assistant-** Administrative Asst. Jessica Robisneau announced that the MS1 has been completed and submitted to the State. The next step is to get information on obtaining the tax rate. The Selectmen asked Mrs. Robisneau to contact the State for this procedure.
- **Planning Board-** The Strafford Regional Planning Commission sent a letter asking the Selectmen to appoint a Brookfield resident to represent Brookfield. Ed Comeau has been the representative for Brookfield. The Selectmen asked if he would continue and Mr. Comeau accepted.

***MOTION:*** *Selectman Robisneau reappointed Ed Comeau to represent Brookfield at the Strafford Regional Planning Board and serve another term. Selectman Nelson seconded the motion. All in favor and the motion carries.*

- **Code Enforcement/ Road Agent-**. Roadside mowing has started. This week, Tucker Rd and Walker Rd will be graveled. After, that, Lyford Rd has new potholes from the rain, and will be repaired.
- **Conservation Commission-** The next meeting will be held on November 11 at 6:30pm in the Brookfield Townhouse with Moose Mountain Greenways.
  - The ribbon cutting ceremony will be held on 11/1 at 10am for the new trail by Trails and Rails Action Committee. It will be held at the Rte 16 trail entrance near the Miss Wakefield Diner.
- **Heritage Commission-** The Commission will be hosting a Veteran Day Potluck Dinner on November 8 at 5:30pm pm followed by Moose Mountain String Band. The Town cane recipient will receive the Town cane that evening.
- **New Business- Lyford Rd-** A letter was received from the NH DOT stating that the state portion of Lyford Rd is slated for shimming in 2015.
  - Newsletter-* The Selectmen discussed the semiannual newsletter and questioned if residents read them. The cost for printing the letter is \$135. After discussion, they decided to proceed with the newsletter. - The Selectmen asked Ed Nason to put a submission in the newsletter on behalf of the Road Agent.
  - Budget Meetings-* The Selectmen decided to move the November 25<sup>th</sup> meeting to November 18<sup>th</sup> due to Thanksgiving week. The regular meeting will be held as well as a budget meeting.
- **Old Business- Schoolhouse Lights-** The new lights have been installed.
  - *Schoolhouse heat-* The heat has not been installed. Selectman Zacher will follow-up with the contractor.
  - Sand/Salt-* Ed Nason is beginning to prepare the shed in the back of the Town office for the public to collect 5 gallon buckets of sand/salt. Marilou Maclean agreed that the old safe be discarded to make room for the sand.
 

***MOTION:*** *Selectmen Robischeau made a motion to have Ed Nason discard the old safe and door. The motion was seconded by Selectman Nelson. All in favor and the motion carried.*

In addition, Mrs.Maclean agreed to discard the old windows but would like to keep the wainscoting due to handwriting that was seen on the boards. Ed Nason will store the boards.

*Tax Online Access-* The Selectmen had additional questions regarding the online access for the tax bills and assessing information. Diana Peckham and Rose Zacher will work with Avitar for the addition information and report back to the Selectmen.
- **Public Comments-** Ernie Brown offered to donate the last Brookfield sweatshirt for the Veteran's Potluck Dinner.

**NON PUBLIC –**

*Selectman Robischeau made a motion to go into nonpublic session due to 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, unless such person requests an open meeting.*

*The motion was seconded by Selectman Nelson. All in favor and the motion carries.*

*Roll call- Robischeau, Nelson, Zacher*

*Selectman Robischeau made a motion to come out of nonpublic session. The motion was seconded by Selectman Nelson. All in favor and the motion carries.*

*Roll call- Robischeau, Nelson, Zacher*

Assessor Clerk Jessica Robischeau announced that she will be resigning her position as Assessor Clerk/Asst to Code Enforcement as of November 7, 2014. The Selectman discussed placing the ad in the paper as soon as possible.

*Election shifts-* Tuesday is Election Day from 8am to 7pm. The Selectmen chose their shift for coverage.

Checks were reviewed and approved.

The next Selectmen meeting will be held on November 11, 2014 at 6:30pm.

Meeting adjourned 8:10 pm.

Respectfully Submitted,

Jessica Robischeau  
Administrative Assistant