



## SELECTMEN'S MEETING MINUTES

Sept 22, 2015

**ATTENDANCE:** Selectman Brian Robischeau, Selectman Rich Zacher, Selectman Bill Nelson, Laurie Champy, Marilou Maclean, Rose Zacher, Ed Nason, Ed Comeau, Tom Hill, Diana Peckham,

- **Scheduled Speakers:** Mr. Babson and Mr. Robichaud came to represent Carroll County, they made themselves available to answer a variety of questions.
- **Approval of Minutes:**

***MOTION:** Selectman Nelson made a motion to accept meeting minutes from Sept 8, 2015 as presented, Selectman Zacher seconded, all in favor, motion carries.*

- **Treasurer:** Marilou Maclean gave bank acct balances. She stated that she has compiled all the annually required State forms and would like to put it together a binder. She and Laurie Champy will work together on organizing this information. Marilou stated that she will check with DRA to see if they are in need of any additional information from the Selectmen to set the tax rate.
- **Tax Collector:** Diana Peckham stated that tax money is still coming in and that the goal is early November for issuing the next tax bill. She inquired about whether or not there would be a Newsletter to be issued with the tax bills. The Selectmen would like to issue a newsletter. Laurie Champy will email Dept Heads tomorrow and request them to provide their information by Oct 17<sup>th</sup>.
- **Administrative Assistant:** Laurie Champy stated that she has received 6 responses from the 17 budget requests that were made. She will be issuing a reminder email tomorrow to the various Dept Heads asking them to supply their 2016 budget requests by Oct. 1<sup>st</sup>. Laurie Champy stated that she received an inquiry for using the Townhouse for the Christmas Craft Fair on Nov. 28<sup>th</sup>. The Selectmen advised Laurie that the building is available and to make a notation of the date on the website calendar.
- **Planning Board:** Ed Comeau gave an overview of the various topics the Planning Board discussed at their last meeting held on Sept 17<sup>th</sup>. The Planning Board is reviewing the definition of Agriculture as defined by a recent Supreme Court case and how that relates to Brookfield. They are reviewing CIP responses, the Master Plan and the parameters for approved private roads.

- **Code Enforcement:** The Selectmen have received some calls of concern from neighbors questioning a citizen's recent building project and their intentions of raising livestock. Ed Nason provided the building permit application and an aerial photo of the property and clearly showed that there weren't any code violations. Selectman Robischoeu stated that they are not in violation of any zoning laws for the Town.
- **Road Agent:** Ed Nason stated that crack sealing on the roads is continuing. He stated he was told by the propane company that they do not have a large demand for the size tanks that Ed is using for crack sealing and because of that, we can keep on hand for now the tanks we currently have.  
He mentioned there is now a significant volume of loam and perhaps the Town would consider selling some in the future.
- **Heritage Commission:** Marilou Maclean stated that the Heritage Commission will meet again in October. She also mentioned that there will be an annual Pot Luck Veteran's Day Dinner on Nov 7<sup>th</sup>.
- **Cemetery Trustees:** Selectman Zacher stated that the Cemetery Trustees walked the cemetery property on Sept 12<sup>th</sup>. Ed Nason stated that he will walk the property within a couple days and provide a recommendation to the Selectmen regarding options for logging and/or land clearing. The goal of the Selectmen is to have the land cleared without incurring expense.
- **Old Business:** The Selectmen asked Laurie Champy to draft and mail a release letter with return receipt to Tom Damon of Damon Roofing due to his inability to perform contracted bid. Selectman Zacher expects to hear shortly from the roofer recommended by Geary Ciccarone.  
The Selectmen have completed reviewing their previously submitted figures for the CIP and they are satisfied with them and are not making any changes.  
Approx 7 people participated in a walk on Hunter Land on Sat Sept 19<sup>th</sup>. There was a Special Selectmen's meeting that followed where it was suggested that local comps be researched to help establish a value of the land.  
Selectman Robischoeu stated that they are looking into establishing an annual audit for the Assessor Clerk position.  
Selectman Zacher read aloud the most recent letter from Mr. Weele pertaining to the timber tax dispute. Mr. Weele's letter expressed his satisfaction with being responsible to pay 13% of the income that was generated by the logging of his property.  
The Selectmen have been working on locating an assessing Request for Proposal spec sheet. Selectman Nelson stated he will be in the area and will stop in at Avitar to see if they have a copy of the original one provided to them by us.  
There will be some work performed on the new LP tanks on Oct 1<sup>st</sup>.
- **New Business:** There was discussion about possibly purchasing a larger sidewalk sign to use to bring more awareness to the community of various events and information. Marilou Maclean offered to look into pricing for a new sign as well as replacement parts for our existing signs.  
Selectman Zacher stated he is working with the Voc Tech on a new kiosk being built for out front of the building. We will need to pay for building materials but the labor is free.

The Selectmen signed a new maintenance contract for the generator with Dame Electric to begin after our current contract with Generator Connection expires in early Jan 2016.

***MOTION: Selectman Nelson made a motion to go with Dame Electric, Selectman Zacher seconded, all in favor, motion carries.***

Marilou will issue 2 separate checks to Jae Whitelaw for him to distribute to Fairpoint as agreed to by the Brookfield Fairpoint tax abatement settlement.

As a reminder, Selectman Zacher will be in the Town Office Bldg on Sat, Sept 26<sup>th</sup>. Please stop in with any concerns or comments.

Meeting adjourned 8:50pm

The next regular scheduled Selectmen's meeting is Oct 13, 2015 at 6:30pm.

Respectfully Submitted,

Laurie M. Champy  
Administrative Assistant