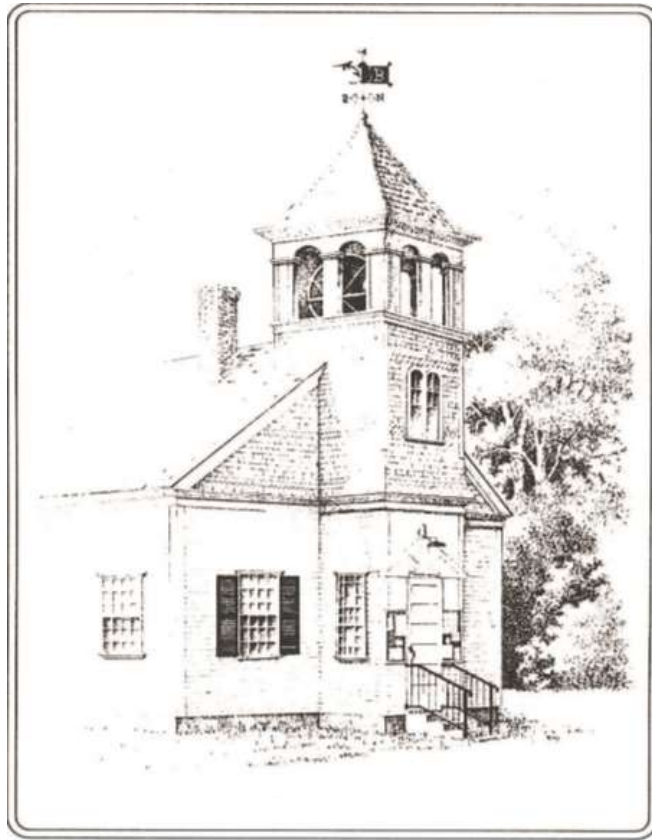


**ANNUAL REPORTS**  
**OF THE TOWN OFFICERS**  
**BROOKFIELD, NEW HAMPSHIRE**  
**2021**



For the fiscal year ending December 31, 2021  
Vital Statistics for 2021

## **Rules of Procedure for Town Meeting**

By state law (RSA 40:4, I) the Moderator sets the rules and procedures of the meeting.

### **1. Rules for Debate**

- a. Only registered voters may speak unless a majority of the voters present decide otherwise.
- b. Those wishing to be recognized should raise their hands or stand. Once the Moderator recognizes you, please state your full name.
- c. Only one person – the one recognized by the Moderator – may speak at any one time.
- d. All speakers are expected to direct the debate to the Moderator, and no conversations directed to others on the floor will be allowed.
- e. When you have the floor to speak, you should address the issue under consideration, or you may be ruled out of order.
- f. Any voter may question a procedural ruling by the Moderator by asking to appeal the ruling to the body as a whole. A simple majority is required to overrule the Moderator.
- g. Questions about the process are encouraged, as it may often seem confusing, but everyone should remember that debate leading to decision is the primary purpose of the meeting.

### **2. Voting on Articles**

- a. The Moderator will not accept motions to “call the question” until, in his judgment, all have had a fair opportunity to express their views.
- b. The Moderator will not accept motions to “table” or “indefinitely postpone” an article without a reason for taking this action rather than simply voting down an article. If citizens want to dispose of an article, they should simply vote the article down. This prevents the confusion of people having to vote positively to dispose of an article.
- c. The Moderator will only accept motions to “pass over” an article if more than one article on the warrant addresses the same question, and then only for the purpose of not confusing a decision reached by the meeting.
- d. Only one reconsideration of an article will be recognized.
- e. Seven voters are required to question my ruling on the outcome of a vote. If a voice vote is questioned, we will have a show of hands and/ or a division of the house. If the vote remains in question, we will have a secret ballot. This must happen before any other business occurs.

### **3. Amendments**

- a. Motions to amend an article must be in writing. The Clerk will have paper and pencils.
- b. The Moderator will allow consideration of no more than one amendment at a time. I.e., no motions to amend a motion to amend.
- c. Amendments which simply negate the intent of the motion – such as inserting the word “not” – will be ruled out of order as they confuse people as to which way they intend to vote. To repeat: If citizens want to dispose of an article, they should simply vote the article down.

**Annual Reports**

**of the**

**Town Officers**

**Brookfield**

**Carroll County**

**New Hampshire**

**2021**

**Fiscal year ending December 31, 2021**

**Vital Statistics for 2021**

**Town Office Building**

**267 Wentworth Road**

**Brookfield, NH 03872**

**(603) 522-3688**

**[www.brookfieldnh.org](http://www.brookfieldnh.org)**

**Emergency Telephone Number**

**911**

Fire, Police, and Ambulance

**Selectmen Hours**  
By appointment  
Town Office Building

**Selectmen Meetings**  
Second and Fourth Tuesdays, 6:30 pm  
Town Office Building

**Administrative Assistant Hours**  
Wednesday, 8:30 am to 12:30 pm  
Town Office Building

**Town Clerk Hours**  
Monday, 11:00 am to 5:00 pm  
Tuesday, 8:30 am to 1:00 pm  
Last Saturday of the month, 9:00 am to 12:00 pm  
Town Office Building

**Tax Collector Hours**  
Second and Fourth Fridays, 10:00 am to 2:00 pm  
Town Office Building

**Assessor Clerk Hours**  
Thursday, 8:30 am to 10:30 am  
Friday, 8:30 am to 10:30 am  
Town Office Building

**Building Inspector / Code Enforcement Officer Hours**  
By appointment  
Town Office Building

**Planning Board Meeting**  
Second Monday of the month, 7:00 pm  
Town Office Building

**Heritage Commission Meeting**  
Third Wednesday of the month, 6:00 pm  
Town Office Building

**Conservation Commission Meeting**  
To Be Determined

**Trustees of the Trust Funds Meeting**

Quarterly, 6:30 pm  
Town Office Building

**Cemetery Trustees**

As needed, refer to website  
Town Office Building

*Meeting dates and times are subject to change; please check the website.*



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## **Town Officials**

<b><i>Position</i></b>	<b><i>Individual</i></b>	<b><i>Term Expires (E=Elected / A=Appointed)</i></b>
<b>Selectmen</b>	Brian Robischeau, Chair Rick Surette, Vice Chair Richard Zacher	2022 – E 2023 – E 2024 – E
<b>Administrative Assistant</b>	Cassandra Rodil	A
<b>Archivist</b>	Craig Evans Kristin Whitworth, Assistant	A A
<b>Auditors</b>	Susan Raban Amanda Pierce	2023 – E 2022 – E
<b>Ballot Clerks</b>	Douglas Vanderpool Frank Frazier Rob Collins	A A A
<b>Board of Assessors</b>	Selectmen R. B. Wood & Associates, LLC Bob Nielsen, Assessor Clerk	  A
<b>Cemetery Trustees</b>	Craig Evans Roberta Holland Pam Skeffington David Newman, Alternate Rick Surette, Selectmen's Rep.	2024 – E 2023 – E 2022 – E 2022 – A
<b>Code Enforcement Officer</b>	Nick Angelo, III	A
<b>Conservation Commission</b>	Bob Nielsen, Chair Frank Frazier Pat Girard Richard Zacher, Selectmen's Rep	2023 – A  2022 – A
<b>Emergency Management Director</b>	Bradford N. Williamson, Director William Nelson, Deputy Director	A A
<b>Forest Fire Wardens</b>	Bradford N. Williamson, Warden Janet S. Williamson, Deputy Michael Moore, Deputy David Champy II, Deputy	A A A A

<b><i>Position</i></b>	<b><i>Individual</i></b>	<b><i>Term Expires (E=Elected / A=Appointed)</i></b>
<b>Health Officer</b>	Dr. William Marsh	A
<b>Heritage Commission</b>	Marilou MacLean, Chair	2022 – A
	Harriet Wilson	2023 – A
	Karen Servacek	2024 – A
	Robert Servacek	2024 – A
	Susan Raban, Alternate	2022 – A
	Brian Robischeau, Selectmen’s Rep	
<b>Moderator</b>	Dr. William Marsh	2022 - E
	Rose Zacher, Assistant Moderator	A
<b>Planning Board</b>	Tim Straz, Chair	2024 – E
	Ed Comeau, Vice Chair	2022 – E
	Terry Ward	2022 – E
	John Meyer	2023 – E
	Gus Stratton	2024 – E
	Rick Surette, Selectmen’s Rep	
<b>Road Agent</b>	T.E.N. Construction	
<b>Supervisors of Checklist</b>	Susan Raban	2024 – E
	Cheryl Perry	2026 – E
	Maryann Lynch	2022 – E
<b>Tax Collector</b>	Diana Peckham	2022 – E
	Rose Zacher, Deputy	A
<b>Town Clerk</b>	Virginia A. McGinley	2022 – E
	Karen Servacek, Deputy	A
<b>Treasurer</b>	Marilou MacLean	2022 – E
	Joanne Dolbear, Deputy	A
<b>Trustees of Trust Funds</b>	Thomas Lavender	2022 – E
	Richard Nordin	2024 – E
	Ed Ingalls	2023 – E
<b>Welfare Officer</b>	Lynn Watts	A
<b>Website</b>	CivicCMS	
	Rose Zacher	A
	Cassandra Rodil	A



<i><b>Position</b></i>	<i><b>Individual</b></i>	<i><b>Term Expires (E=Elected / A=Appointed)</b></i>
<b>Zoning Board of Adjustment</b>	Susan Weiske Michael Moore Dulcie Lavender Rob Collins Brian Robischeau, Selectmen's Rep	2024 – A 2023 – A 2024 – A 2022 – A
<b>Wakefield Animal Control Officer</b>	Wilbert 'Buck' Ryan	
<b>Wakefield Fire Chief</b>	Todd Nason	
<b>Wakefield Police Chief</b>	John Ventura, Esq.	

## Warrant – Town Meeting March 20, 2021



### *State of New Hampshire*

Today we set a new precedent for the Town of Brookfield. For the first time, because of COVID, we decided we would find a larger venue to hold the town meeting in order to ensure the safety of all. The Selectmen found that the Paul School in Sanbornville had the proper space required for spacing and conducting the meeting.

The Moderator called the meeting to order at 2:00 PM. We then saluted the flag and held a moment of silence for the deceased.

### **Election Results:**

#### **Article 1: Town Officers**

For Selectman – 3 years:	
Richard Zacher	84 votes
For Trustee of Trust Fund – 3 years:	
Richard Nordin	21 votes
For Cemetery Trustee – 3 years:	
Craig Evans	36 votes
For Planning Board – 3 years:	
Tim Straz	83 votes
For Auditor – 2 years:	
Susan Raban	6 votes
For Supervisor of the Checklist – 1 year	
Maryann Lynch	93 votes

## Warrant – Town Meeting March 20, 2021



*State of New Hampshire*

The inhabitants of the Town of Brookfield in the County of Carroll in said State qualified to vote in Town affairs.

You are hereby notified to meet at the Town House Building in said Brookfield on Tuesday, the Ninth day of March, next, to act upon Warrant Article 1 through 3 by official ballot. Polls will be open from 1:00 pm to 6:00 pm.

And you are hereby further notified to meet at the Paul School Gymnasium in Wakefield, NH, on March 20, beginning at 2:00 pm to act upon the following Articles 4 thru 17.

1. To choose all necessary Town Officers for the coming year. ***By Ballot.***
2. Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board for the Town Zoning Ordinance as follows: Amend Article II(A)(3)(c) to clarify that lots in the RA-1 District must have 250 feet of contiguous frontage on a Class V or private road in order to be a building lot; and that lots fronting on Kingswood Lake must have 250 feet of contiguous frontage on the lake in order to be a building lot. ***By Ballot: 73 Yes - 31 No***
3. Are you in favor of Amendment No. 2 as proposed by the Planning Board for the Town Zoning Ordinance as follows: Amend Article III(A)(3)(b) to require that main dwelling units have a foundation constructed with a minimum 4' tall frost wall of 8" minimum thickness. ***By Ballot: 76 Yes - 27 No***
4. To see if the Town will vote to raise and appropriate the sum of **\$75,000** to be deposited into the Road and Bridge Repair Capital Reserve Fund. (*Majority Vote Required*) *The Selectmen recommend this appropriation. **Passed as read.***
5. To see if the Town will vote to raise and appropriate the sum of **\$500** to be deposited into the Heritage Fund. (*Majority Vote Required*) *The Selectmen recommend this appropriation. **Passed as read.***
6. To see if the Town will vote to raise and appropriate the sum of **\$10,000** to be deposited into the Town House Repair Capital Reserve Fund. (*Majority Vote Required*) *The Selectmen recommend this appropriation. **Passed as read.***
7. To see if the Town will vote to raise and appropriate the sum of **\$10,000** for repair of windows in the Town House and authorize the withdrawal of said sum from the Town House Repair Capital Reserve Fund. (*Majority Vote Required*) *The Selectmen recommend this appropriation. **Passed as read.***

8. To see if the Town will vote to raise and appropriate the sum of **\$35,000** for interior plaster work in the Town House and authorize the withdrawal of said sum from the Town House Repair Capital Reserve Fund. *(Majority Vote Required) The Selectmen recommend this appropriation. **Passed as read.***
9. To see if the Town will vote to raise and appropriate the sum of **\$6,000** to be deposited into the Property Re-Evaluation Expendable Trust Fund. *(Majority Vote Required) The Selectmen recommend this appropriation. **Passed as read.***
10. To see if the Town will vote to raise and appropriate the sum of **\$10,000** for professional conservation of a Town Record Book and to fund this appropriation by authorizing withdrawal of **\$3,000** from the Records Preservation Capital Reserve Fund, with the balance of **\$7,000** to be raised by taxation. *(Majority Vote Required) The Selectmen recommend this appropriation. **Passed as read.***
11. To see if the Town of Brookfield will vote to authorize the Selectmen to appoint two (2) volunteer representatives from the Town to serve on the “Communications District Planning Committee” for the purpose of drafting a “Communications District Agreement” under NH RSA Chapter 53-G-Communications Districts. *(Majority Vote Required) The Selectmen recommended this article. **Passed as read.***
12. To see if the Town will vote to raise and appropriate **\$54,000** toward the repair of Moose Mountain Road bridge and authorize the withdrawal of said sum from the Moose Mountain Capital Reserve Fund II, previously established 3/12/1991, and re-characterized in 2016. *(Majority Vote Required) The Selectmen recommend this appropriation. **Passed as read.***
13. To see if the Town will vote to raise and appropriate the remaining balance up to **\$81,000** toward the repair of Moose Mountain Road bridge and authorize the withdrawal of said sum from the Moose Mountain Capital Reserve Fund I. *(Majority Vote Required) The Selectmen recommend this appropriation. **Passed as read.***
14. To see if the Town of Brookfield will vote in favor of providing an annual stipend in the amount of **\$1,200** to the Planning Board Chair for duties performed in that capacity. *(Majority Vote Required) The Selectmen recommend this article. **Passed as read.***
15. By Petition of 25 or more eligible voters of the Town of Brookfield –
  - i. To see if the town will vote to adopt the provisions of RSA 72:61 through RSA 72:72 inclusively, which provide for an optional property tax exemption from the property’s assessed value, for property tax purposes, for persons owning real property, which is equipped with solar energy systems intended for use at the immediate site. Such property tax exemption shall be in the amount equal to 100% of the assessed value of qualifying equipment under these statutes.
  - ii.
  - iii. **Renewable Energy Property Tax Exemption:** RSA 72:61-72 permits cities and towns to offer exemptions from local property taxes for certain renewable energy installations. These include solar systems (thermal and photovoltaic), wind turbines, and central wood-fired heating systems. Woodstoves and fireplaces are not included. The goal of the exemption is to create a tax neutral policy within a municipality that neither increases an individual’s property tax, nor decreases the higher property taxes for installing a renewable energy system, and since there is no net reduction in municipal tax revenues, other taxpayers in a municipality are not affected. 125 of 234 Towns in New Hampshire have some type of tax exemption *(Majority Vote Required) The Selectmen do not recommend this Citizen’s Petition Warrant Article. **The article failed to pass.***

16. To see if the town of Brookfield, NH will vote to change the classification of Currie's Way and Drew Farm Road from the current classification of Private roads to Town roads. Specifically, we request that the roads located in the Drew Farm subdivision off of route 109, be accepted and maintained as town of Brookfield Roadways. *(Majority Vote Required) The Selectmen do not recommend this Citizen's Petition Warrant Article.*

- i. Richard Zacher made a motion to amend the article: To see if the town of Brookfield, NH will vote to change the classification of Currie's Way and Drew Farm Road from the current classification of Private roads to Town roads. Specifically, we request that the roads located in the Drew Farm subdivision off route 109, be accepted and maintained as town of Brookfield Roadways, when the deed to the road is presented to the Selectmen. ***The amendment passed. The article was read as passed as read.***

17. To see if the Town will vote to raise and appropriate the Selectmen's recommended sum of **\$956,573** for the Town Operating Budget. Said sum does not include special or individual articles addressed in this Warrant. *(Majority Vote Required) The Selectmen recommend this appropriation.*

- i. Eric Babine made a motion to amend the article to change line item 4520 Parks & Recreation – Wolfeboro to add \$4215.00. ***The motion passed***
- ii. The Town Treasurer made a motion to correct the Operating Budget of \$956,573 on the signed Warrant Articles to \$949,573 which is the Operating Budget on the MS-636 form so they are the same. ***The motion passed***
- iii. The Town Treasurer amended the article: To see if the Town will vote to raise and appropriate the Selectmen's recommended sum of **\$953,788** for the Town Operating Budget. Said sum does not include special or individual articles addressed in this Warrant. ***The amendment passed. The amended article was read and passed as read.***

**The meeting was adjourned at 3:00 PM by the Moderator William Marsh.**

**Respectfully submitted,  
Virginia A. McGinley  
Town Clerk**

Richard Zacher \_\_\_\_\_ Date \_\_\_\_\_

Brian Robischeau \_\_\_\_\_ Date \_\_\_\_\_

Richard Surette \_\_\_\_\_ Date \_\_\_\_\_

## Warrant – Town Meeting March 8, 2022



*State of New Hampshire*

The inhabitants of the Town of Brookfield in the County of Carroll in said State qualified to vote in Town affairs.

You are hereby notified to meet at the Town House in said Brookfield on Tuesday, the Eighth day of March, to act upon Warrant Article 1 through 4 by official ballot. Polls will be open from 1:00 pm to 6:00 pm.

And you are hereby further notified to meet at the Town House in said Brookfield on the Twelfth day of March, beginning at 3:00 pm to act upon the following Articles 5 through 16.

1. To choose all necessary Town Officers for the coming year - *By Ballot.*
2. By petition of 25 or more eligible voters of the Town of Brookfield, NH to see if the town will amend Article II A.3. of the Town Zoning Ordinance to include the following paragraph:
  - a. For all lots that are less than two acres in area included in the Cedar Park subdivision as defined by the plan of record recorded on July 9, 1962, at Carroll County Registry of Deeds, Book 6 page 68 the setback for structures shall be 15 feet or greater from the side and rear lot lines. *(Majority Vote Required) Petition warrant article. – By Ballot- The Planning Board approves of this petition.*
3. Are you in favor of Amendment #1 to the Brookfield Zoning Ordinance as proposed by the Planning Board as follows: To amend RA-1, Section 3C to clarify that frontage on Class I-IV roads, Class V or private roads satisfies the frontage requirement. *(Majority Vote Required) – By Ballot*
4. Are you in favor of Amendment #2 to the Brookfield Zoning Ordinance as recommended by the Planning Board as follows: Amend Article VII Personal Wireless Services Facilities to bring it into conformance with RSA 12-K. Specifically, the Article will only apply to new or substantially modified PWSFs, but co-location and modification applications shall be required to comply with and will be reviewed consistent with RSA 12-K. *(Majority Vote Required) - By Ballot*
5. To see if the Town will designate the Selectmen as agents to expend funds from the Common Expendable Trust account titled “Town Building Office Equipment.” *(Majority Vote Required). The Selectmen recommend this appropriation.*

6. To see if the Town will raise and appropriate the additional sum of **\$1,000** for the annual salary of Town Clerk. The current salary is \$14,000; this would raise the annual salary to \$15,000 (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
7. To see if the Town will raise and appropriate the additional sum of **\$1,000** for the annual salary of Town Tax Collector. The current salary is \$14,000; this would raise the annual salary to \$15,000 (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
8. To see if the Town will raise and appropriate the additional sum of **\$2,500** for the annual salary of Town Treasurer. The current salary is \$12,500; this would raise the annual salary to \$15,000. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
9. To see if the Town will vote to increase the hourly salary rate for Supervisors of the Checklist from \$16.00 per hour to \$18.00 per hour. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
10. To see if the Town will vote to increase the hourly salary rate for the Moderator as an elected official from \$15.50 per hour to \$20.00 per hour. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
11. To see if the Town will vote to raise and appropriate the sum of **\$50,000** to be deposited into the Moose Mountain Capital Reserve Fund I. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
12. To see if the Town will vote to raise and appropriate the sum of **\$75,000** to be deposited into the Road and Bridge Repair Capital Reserve Fund. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
13. To see if the Town will vote to raise and appropriate the sum of **\$100,000** for the major repair of Town Roads and to fund this appropriation by authorizing the withdrawal of said sum from the Road and Bridge Repair Capital Reserve Fund. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
14. To see if the Town will vote raise and appropriate the sum of not more than **\$10,000** for professional restoration of Town Record Book Nine, and to fund this appropriation by authorizing withdrawal of **\$3,598.30** from the Records Preservation Capital Reserve Fund (fund balance \$3,598.30 as of 12/31/2021), with the balance of \$6,401.70 to be raised by taxation. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
15. To see if the Town will vote to discontinue the Records Preservation Capital Reserve Fund created in 1997. Said funds are to be expended as noted in Warrant #14 and any remaining balance to be transferred to the Town's Operating Budget. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*
16. To see if the Town will vote to raise and appropriate the sum of **\$7,000** for the Property Revaluation Capital Reserve Fund to be deposited of said sum into the Property Re-Evaluation Capital Reserve Fund. (*Majority Vote Required*). *The Selectmen recommend this appropriation.*

17. To see if the Town will vote to raise and appropriate the sum of **\$25,000** to be withdrawn from the Town House Capital Reserve Fund for the repair of the windows and to finish the painting. *(Majority Vote Required). The Selectmen recommend this appropriation.*
18. To see if the Town will vote to raise and appropriate the Selectmen's recommended sum of **\$1,094,149** for the Town Operating Budget. Said sum does not include special or individual articles addressed in this Warrant. *(Majority Vote Required). The Selectmen recommend this appropriation.*

Brian Robischeau \_\_\_\_\_ Date \_\_\_\_\_

Richard Zacher \_\_\_\_\_ Date \_\_\_\_\_

Richard Surette \_\_\_\_\_ Date \_\_\_\_\_





**New Hampshire**  
Department of  
Revenue Administration

**MS-636**

*Reports to be provided separately.*



**New Hampshire**  
**Department of**  
**Revenue Administration**

**MS-535**

*Reports to be provided separately.*

## 2021 Operating Budget and Proposed 2022 Operating Budget

Accrual Basis  
As of December 31, 2021

Account Number	Description	2021 Budget	2021 Actual	2021 Balance Left	2022 Warrant #	2022 Proposed Budget
<b>REVENUE</b>						
<b>3110</b>	<b>Property Taxes</b>					
3110.110	Property Tax		2,257,339			
3110.130	Overpayment Refunds/Abatement		-4,138			
3115.100	Lien Redemptions		0			
3110.150	Property Taxes - Other					
	<b>Total Property Taxes</b>		<b>2,253,201</b>	<b>-2,253,201</b>		
<b>3120</b>	<b>Land Use Change Tax</b>					
3120.100	Land Use Taxes	25,000	26,990	-1,990		50,000
	<b>Total Land Use Change Tax</b>	<b>25,000</b>	<b>26,990</b>	<b>-1,990</b>		<b>50,000</b>
<b>3185</b>	<b>Yield/Excavation Taxes</b>					
3185.100	Yield Taxes	8,000	4,409	3,591		5,000
	<b>Total Yield Taxes</b>	<b>8,000</b>	<b>4,409</b>	<b>3,591</b>		<b>5,000</b>
<b>3190</b>	<b>Penalties &amp; Interest</b>					
3190.100	Yield Tax Interest	0	7	-7		0
3190.110	Property Tax Interest	6,000	3,863	2,137		0
3190.120	Lien Interest	7,000	4,839	2,161		0
3190.150	Other Interest & Penalty	0	38	-38		0
	<b>Total Penalties &amp; Interest</b>	<b>13,000</b>	<b>8,747</b>	<b>4,253</b>		<b>0</b>
<b>3220</b>	<b>Motor Vehicle Permit Fees</b>					
3220.100	Motor Vehicle Permits	150,000	183,326	-33,326		165,000
	<b>Total Motor Vehicle Permit Fees</b>	<b>150,000</b>	<b>183,326</b>	<b>-33,326</b>		<b>165,000</b>
<b>3230</b>	<b>Building Permits</b>					
3230.100	Building Permits	5,000	15,442	-10,442		15,000
	<b>Total Building Permits</b>	<b>5,000</b>	<b>15,442</b>	<b>-10,442</b>		<b>15,000</b>
<b>3290</b>	<b>Other Licenses, Permits &amp; Fees</b>					
3290.100	Dog Licenses	500	846	-346		500
3290.101	Dog License Fines	0	42	-42		0
3290.110	Land Fill Permits	500	360	140		1,800
3290.115	Boat Registrations	50	75	-25		50
3290.120	Other	500	165	335		250
	<b>Total Other Licenses, Permits &amp; Fees</b>	<b>1,550</b>	<b>1,487</b>	<b>63</b>		<b>2,600</b>
<b>3292</b>	<b>Planning &amp; ZBA</b>	<b>0</b>	<b>1,280</b>	<b>-1,280</b>		<b>0</b>
<b>3351</b>	<b>Shared State Revenue</b>	<b>0</b>	<b>635</b>	<b>-635</b>		<b>0</b>
<b>3352</b>	<b>Rooms &amp; Meals Tax Dist.</b>	<b>25,000</b>	<b>54,887</b>	<b>-29,887</b>		<b>45,000</b>

Account Number	Description	2021 Budget	2021 Actual	2021 Balance Left	2022 Warrant #	2022 Proposed Budget
<b>3353</b>	<b>Highway Block Grant</b>	<b>25,000</b>	<b>32,526</b>	<b>-7,526</b>		<b>30,000</b>
<b>3359</b>	<b>Other State Grant &amp; Reimbursement</b>	<b>500</b>	<b>36,013</b>	<b>-35,513</b>		<b>500</b>
<b>3501</b>	<b>Sale of Municipal Property</b>	<b>200</b>	<b>572</b>	<b>-372</b>		<b>200</b>
<b>3502</b>	<b>Interest on Investments</b>	<b>500</b>	<b>749</b>	<b>-249</b>		<b>500</b>
<b>3503</b>	<b>Town Owned Property-Income</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>3508</b>	<b>Contributions &amp; Donations</b>	<b>0</b>	<b>300</b>	<b>-300</b>		<b>0</b>
<b>3509</b>	<b>Misc. Income</b>	<b>600</b>	<b>600</b>	<b>0</b>		<b>600</b>
<b>3915</b>	<b>Transfer from Capital Reserve</b>					
3915.400	Road & Bridge Repair	0	0	0	<b>#13</b>	100,000
3915.425	Moose Mountain CRF II	54,000	0	54,000		0
3915.225	Moose Mountain CRF I	81,000	0	81,000		0
3915.120	Records Preservation Capital Reserve Fund	3,000	3,000	0	<b>#14</b>	3,598
3915.990	Town House Repairs	45,000	34,180	10,820	<b>#17</b>	25,000
	<b>Total Transfer from Capital Reserve</b>	<b>183,000</b>	<b>37,180</b>	<b>145,820</b>		<b>128,598</b>
	<b>Transfer from Misc. Sources</b>					
	Cemetery Trust Funds for Graveyards	0	487	-487		0
	<b>Total Transfer from Misc. Sources</b>	<b>0</b>	<b>487</b>	<b>-487</b>		<b>0</b>
	<b>Total Revenue</b>	<b>437,350</b>	<b>2,658,830</b>	<b>-2,221,480</b>		<b>442,998</b>

## EXPENSES

### GENERAL GOVERNMENT

<b>4130</b>	<b>Executive</b>					
4130.101	Selectmen's Salary	15,000	15,000	0		15,000
4130.102	Board Secretary Salary	10,000	8,561	1,439		10,000
4130.105	Office Assistant Salary	8,750	2,686	6,064		8,750
4130.200	Board Expenses	700	0	700		500
4130.203	NH Municipal - Dues	1,082	1,082	0		1,104
4130.205	Selectmen's Expenses	200	0	200		250
4130.210	Office & Computer Supplies & Equipment	1,000	1,127	-127		2,000
4130.300	Public Notices	200	595	-395		800
4130.800	Town Meeting Expenses	900	1,473	-573		1,500
4130.350	Town Contracts - IT	3,000	3,230	-230		5,500
4130.400	Perambulation of Town Lines	500	0	500		1
4130.900	Contingency	5,000	0	5,000		5,000
	<b>Total Executive</b>	<b>46,332</b>	<b>33,754</b>	<b>12,578</b>		<b>50,405</b>
<b>4140-4149</b>	<b>Election, Registration &amp; Vital Statistics</b>					
4140	Registration, Vital Statistics					
4140.101	Salary - Town Clerk	14,000	14,000	0	<b>#6</b>	15,000
4140.102	Salary - Deputy Town Clerk	3,000	5,669	-2,669		3,000
4140.200	Expenses	1,500	1,126	374		1,500

Account Number	Description	2021 Budget	2021 Actual	2021 Balance Left	2022 Warrant #	2022 Proposed Budget
4140.210	Software - Clerkworks	310	0	310		350
4140.270	Mileage	200	219	-19		200
4140.310	Dues & Workshop	800	613	187		1,500
4140.350	Local IT Support	500	0	500		500
	<b>Total Registration, Vital Statistics</b>	<b>20,310</b>	<b>21,627</b>	<b>-1,317</b>		<b>22,050</b>
4141	<b>Supervisor of the Check List</b>					
4141.101	Salaries	1,500	1,400	100	#9	3,800
4141.200	Expenses	100	81	19		100
4141.270	Mileage	100	0	100		92
4141.300	Public Notices	300	470	-170		800
	<b>Total Supervisors of the Check List</b>	<b>2,000</b>	<b>1,951</b>	<b>49</b>		<b>4,792</b>
4142	<b>Elections</b>					
4142.101	Salaries-Moderator, Election Officials	850	301	550	#10	2,550
4142.200	Expenses	1	105	-104		1
4142.270	Mileage	50	0	50		1
4142.300	Public Notices	1	0	1		1
4142.310	Dues & Workshop	130	55	75		130
	<b>Total Elections</b>	<b>1,032</b>	<b>461</b>	<b>572</b>		<b>2,683</b>
	<b>Total Election, Registration &amp; Vital Statistics</b>	<b>23,342</b>	<b>24,038</b>	<b>-696</b>		<b>29,525</b>
4150-4157	<b>Financial Administration</b>					
4150	<b>Treasurer</b>					
4150.100	Salary - Treasurer	12,500	12,500	0	#8	15,000
4150.102	Salary - Deputy Treasurer	0	1,613	-1,613		3,000
4150.200	Expenses	1,500	559	941		1,000
4150.210	Software	250	434	-184		250
4150.270	Mileage	0	41	-41		100
4150.310	Dues & Workshop	400	260	140		400
	<b>Total Treasurer</b>	<b>14,650</b>	<b>15,406</b>	<b>-756</b>		<b>19,750</b>
4151	<b>Tax Collector</b>					
4151.100	Salary - Tax Collector	14,000	14,000	0	#7	15,000
4151.102	Salary - Deputy Tax Collector	1,000	986	14		2,000
4151.200	Expenses	1,000	569	431		1,350
4151.210	Software	1,630	1,659	-29		1,650
4151.250	Tax Lien Searches	1,020	230	790		600
4151.270	Mileage	100	37	63		150
4151.310	Dues & Workshop	300	230	70		850
	<b>Total Tax Collector</b>	<b>19,050</b>	<b>17,711</b>	<b>1,339</b>		<b>21,600</b>
4152	<b>Assessor/Assessor Clerk</b>					
4152.100	Salary - Assessor Clerk	4,200	3,333	867		4,200
4152.150	Salary - Deputy Assessor Clerk	750	288	462		4,200

Account Number	Description	2021 Budget	2021 Actual	2021 Balance Left	2022 Warrant #	2022 Proposed Budget
4152.160	Salary - Gravel/Timber Monitor	250	0	250		250
4152.200	Expenses	300	515	-215		300
4152.210	Software	2,000	1,589	411		2,000
4152.270	Mileage	100	0	100		100
4152.310	Dues & Workshop	200	0	200		200
4152.320	Tax Map Maintenance	800	800	0		7,300
4152.350	Assessing Contract (Rod Wood)	8,500	6,663	1,838		9,000
	<b>Total Assessor/Assessor Clerk</b>	<b>17,100</b>	<b>13,188</b>	<b>3,912</b>		<b>27,550</b>
4154	Trustee of the Trust Funds					
4154.100	Salary - Trustee of the Trust Funds	450	0	450		450
4154.200	Expenses/Dues	0	0	0		0
4154.310	Dues & Workshop	100	0	100		100
	<b>Total Trustee of the Trust Funds</b>	<b>550</b>	<b>0</b>	<b>550</b>		<b>550</b>
4157	Auditing					
4157.100	Audits - Town & Professional	2,000	1,857	143		6,000
	<b>Total Auditing</b>	<b>2,000</b>	<b>1,857</b>	<b>143</b>		<b>6,000</b>
	<b>Total Financial Administration</b>	<b>53,350</b>	<b>48,162</b>	<b>5,188</b>		<b>75,450</b>
<b>4153</b>	<b>Legal Expenses</b>					
4153.301	Selectmen	5,000	4,053	947		5,000
4153.302	Planning Board	5,000	43	4,957		5,000
4153.303	Zoning Board	5,000	129	4,871		5,000
	<b>Total Legal Expenses</b>	<b>15,000</b>	<b>4,225</b>	<b>10,775</b>		<b>15,000</b>
<b>4170</b>	<b>Personnel Administration</b>					
4170.100	Employer Portion of Payroll Taxes	8,000	6,869	1,131		8,000
4170.200	Worker's Compensation Insurance	1,617	1,617	0		1,617
	<b>Total Personnel Administration</b>	<b>9,617</b>	<b>8,486</b>	<b>1,131</b>		<b>9,617</b>
<b>4191-4192</b>	<b>Planning &amp; Zoning</b>					
4191	Planning Board					
4191.100	Salary - Planning Board Secretary	6,500	59	6,441		6,500
4191.105	Salary - Planning Board Chairman	1,200	1,200	0		1,200
4191.200	Expenses	750	118	633		750
4191.250	Planning & Development	600	0	600		600
4191.300	Public Notices	400	907	-507		400
4191.310	Dues & Workshop	150	0	150		150
	<b>Total Planning Board</b>	<b>9,600</b>	<b>2,283</b>	<b>7,317</b>		<b>9,600</b>
4192	Zoning Board of Adjustment					
4192.100	Salary - ZBA Administrative Asst.	400	74	326		400
4192.200	Expenses	400	68	332		400
4192.300	Public Notices	300	795	-495		800
4192.310	Dues & Workshop	400	0	400		400
	<b>Total Zoning Board of Adjustment</b>	<b>1,500</b>	<b>937</b>	<b>563</b>		<b>2,000</b>

Account Number	Description	2021 Budget	2021 Actual	2021 Balance Left	2022 Warrant #	2022 Proposed Budget
<b>Total Planning &amp; Zoning</b>		<b>11,100</b>	<b>3,220</b>	<b>7,880</b>		<b>11,600</b>
<b>4194</b>	<b>General Government Buildings</b>					
4194.100	Salary - Cleaning Personnel	1,500	1,500	0		1,500
4194.200	Expenses	250	1,322	-1,072		250
4194.210	Repairs to Building & Grounds	6,000	1,182	4,818		5,000
4194.230	Building Maintenance	3,000	757	2,243		3,000
4194.240	Shoveling Snow/Mowing	1,000	825	175		1,000
4194.401	Propane & Electricity	7,000	4,693	2,307		7,000
4194.402	Telephone/Internet	2,500	2,277	223		2,500
4194.404	Web-site Support	1,800	1,844	-44		2,000
4194.500	Town Owned Properties	300	0	300		3,000
	<b>Total General Government Buildings</b>	<b>23,350</b>	<b>14,399</b>	<b>8,951</b>		<b>25,250</b>
<b>4195</b>	<b>Town Cemetery</b>					
4195.200	Care of Town Cemeteries	2,500	1,772	728		2,500
4195.310	Dues/Education	350	0	350		350
4195.500	Bronze Plaque for Military Srvcs	1,500	2,000	-500		0
4195.503	Site Work & Care for New Town Cemetery	2,950	3,992	-1,042		23,850
	<b>Total Cemetery</b>	<b>7,300</b>	<b>7,764</b>	<b>-464</b>		<b>26,700</b>
<b>4196</b>	<b>Insurance</b>	<b>2,767</b>	<b>2767</b>	<b>0</b>		<b>3,146</b>
<b>4197</b>	<b>Regional Association</b>	<b>1</b>	<b>0</b>	<b>1</b>		<b>1</b>
<b>4199</b>	<b>Other General Government</b>					
4199.310	Archival - Dues & Workshops	250	0	250		350
4199.400	Archival - Record Processing - Labor	1,750	2,162	-412		3,500
4199.425	Archival - Town Book Restoration	7,000	3,450	3,550		10,000
4199.450	Archival Supplies	500	829	-329		500
4199.475	Archival Property File Project - Labor	0	1,575	-1,575		7,500
	Archival Property File Project Materials	0	127	-127		500
0.000	<b>Total General Government</b>	<b>9,500</b>	<b>8,143</b>	<b>1,357</b>		<b>22,350</b>
<b>PUBLIC SAFETY</b>						
<b>4210</b>	<b>Public Safety</b>					
4211.300	Wakefield Fire/Police/Ambulance	367,773	367,775	-2		377,672
	<b>Total Public Safety</b>	<b>367,773</b>	<b>367,775</b>	<b>-2</b>		<b>377,672</b>
<b>4225</b>	<b>Forestry</b>					
4225.300	Forestry Expenses	250	0	250		200
4225.301	Forest Fire Control	1,000	0	1,000		0
4225.302	Forest Fire Management	1	0	1		0
4225.303	Dry Hydrants	1	0	1		0
4225.500	Truck/Equipment Maintenance	350	274	76		300
4225.600	Mileage	1	0	1		0
	<b>Total Forestry</b>	<b>1,603</b>	<b>274</b>	<b>1,329</b>		<b>500</b>

Account Number	Description	2021 Budget	2021 Actual	2021 Balance Left	2022 Warrant #	2022 Proposed Budget
<b>4240</b>	<b>CEO &amp; Building Inspection</b>					
4240.100	Salary - CEO & Building Inspection	6,000	6,000	0		10,000
4240.150	Salary - Admin Asst. for CEO	500	32	468		1,000
4240.200	Expenses	500	0	500		500
4240.270	Mileage	200	0	200		0
4240.310	Dues & Workshop	125	0	125		0
4240.350	Building Inspections - Ind. Contractor	50	0	50		0
	<b>Total CEO &amp; Building Inspection</b>	<b>7,375</b>	<b>6,032</b>	<b>1,343</b>		<b>11,500</b>
<b>4290</b>	<b>Emergency Management</b>					
4290.300	Emergency Management	500	0	500		0
	<b>Total Emergency Management</b>	<b>500</b>	<b>0</b>	<b>500</b>		<b>0</b>
<b>HIGHWAYS &amp; STREETS</b>						
<b>4312</b>	<b>Highways &amp; Streets</b>					
	<i>Summer Maintenance</i>					
4312.361	Road Agent Charges	100,000	97,437	2,563		140,000
4312.362	Materials	30,000	14,088	15,912		30,000
	<i>Snow &amp; Ice Removal</i>					
4312.371	Road Agent Charges	80,000	75,543	4,457		80,000
4312.372	Materials	30,000	12,846	17,154		30,000
	<b>Total Highways &amp; Streets</b>	<b>240,000</b>	<b>199,914</b>	<b>40,086</b>		<b>280,000</b>
<b>SANITATION</b>						
<b>4323</b>	<b>Sanitation</b>					
4323.350	Wakefield Solid Waste Disposal	75,308	75,852	-544		103,254
	<b>Total Sanitation</b>	<b>75,308</b>	<b>75,852</b>	<b>-544</b>		<b>103,254</b>
<b>4415</b>	<b>Health Agencies</b>					
4415.401	Northern Human Services	0	0	0		358
4415.402	Central NH VNA & Hospice	1,500	1,500	0		1,500
4415.403	Meals on Wheels	1,000	0	1,000		1,000
	<b>Total Health Agencies</b>	<b>2,500</b>	<b>1,500</b>	<b>1,000</b>		<b>2,858</b>
<b>WELFARE</b>						
<b>4441-4445</b>	<b>Direct Assistance</b>					
4445.500	Administration & Direct Assistance	10,000	0	10,000		10,000
	<b>Total Direct Assistance</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>		<b>10,000</b>
	<b>Vendor Payments &amp; Others</b>					
4445.401	Tri-County CAP	1,600	1,600	0		1,550
4445.402	Wakefield Food Pantry	2,000	2,000	0		2,000
	Greater Wakefield Resource Center	0	0	0		0
	<b>Total Vendor Payments &amp; Others</b>	<b>3,600</b>	<b>3,600</b>	<b>0</b>		<b>3,550</b>



Account Number	Description	2021 Budget	2021 Actual	2021 Balance Left	2022 Warrant #	2022 Proposed Budget
<b>CULTURE &amp; RECREATION</b>						
<b>4520</b>	<b>Parks &amp; Recreation - Wolfeboro</b>	<b>4,216</b>	<b>4,216</b>	<b>0</b>		<b>4,216</b>
<b>4520.400</b>	<b>Town Parks - Brookfield</b>	<b>1</b>	<b>0</b>	<b>1</b>		<b>1</b>
	<b>Library - Gafney Library - Wakefield</b>					
<b>4550</b>		<b>14,000</b>	<b>14,000</b>	<b>0</b>		<b>14,000</b>
<b>4583</b>	<b>Patriotic Purposes</b>	<b>1</b>	<b>0</b>	<b>1</b>		<b>200</b>
<b>4589.600</b>	<b>Heritage Commission Expenses</b>					
4589.610	Dues	150	50	100		150
4589.620	Expenses	2,000	1,211	789		2,000
4589.630	Miscellaneous	200	0	200		200
4589.650	Workshops & Activities	500	0	500		500
	<b>Total Heritage Commission Expenses</b>	<b>2,850</b>	<b>1,261</b>	<b>1,589</b>		<b>2,850</b>
<b>CONSERVATION</b>						
<b>4611</b>	<b>Conservation Commission</b>					
4611.200	Administration	1	0	1		1
4611.300	Dues	300	0	300		1
4611.310	Workshops & Activities	300	0	300		1
	<b>Total Conservation Commission</b>	<b>601</b>	<b>0</b>	<b>601</b>		<b>3</b>
<b>4723</b>	<b>Debt Service - Interest on Debt</b>	<b>1</b>	<b>0</b>	<b>1</b>		<b>1</b>
<b>4901</b>	<b>Capital Outlay</b>					
4901.300	Purchase of Town Land	30,000	30,000	0		30,000
	<b>Sub-total Operating Budget</b>	<b>961,988</b>	<b>859,381</b>	<b>102,607</b>		<b>1,094,149</b>
<b>4589.500</b>	<b>Heritage Fund</b>	<b>500</b>	<b>500</b>	<b>0</b>		<b>0</b>
<b>4900</b>	<b>Capital Outlay</b>					
4904.500	Repair of Town Roads	0	0	0	#13	100,000
4904.575	Town House Repair	45,000	34,180	10,820	#17	25,000
4904.580	Records Preservation	3,000	3,000	0	#14	3,598
4904.560	Moose Mountain Bridge CRF II	54,000	0	54,000		0
4904.550	Moose Mountain Bridge CRF I	81,000	0	81,000		0
	<b>Total Capital Outlay</b>	<b>183,000</b>	<b>37,180</b>	<b>145,820</b>		<b>128,598</b>
<b>4915</b>	<b>Transfer to Capital Reserve</b>					
4915.201	Road & Bridge Repair	75,000	75,000	0	#12	75,000
4915.202	Town House Repair Trust Fund	10,000	10,000	0		0
4915.475	Moose Mountain CRF #1	0	0	0	#11	50,000
	<b>Total Transfer to Capital Reserve</b>	<b>85,000</b>	<b>85,000</b>	<b>0</b>		<b>125,000</b>
<b>4916</b>	<b>Transfer to Expendable Trust</b>					
4916.205	Property Re-evaluation	6,000	6,000	0	#16	7,000
	<b>Total Transfer to Expendable Trust</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>		<b>7,000</b>
	<b>Total Appropriations</b>	<b>1,236,488</b>	<b>988,061</b>	<b>248,427</b>		<b>1,354,747</b>

## **2022 Operating Budget (Without Warrant Articles)**

<b>General Government</b>		
	Executive	50,405
	Election, Registration & Vital Statistics	27,525
	Financial Administration	71,950
	Legal Expenses	15,000
	Personnel & Administration	9,617
	Planning & Zoning	11,600
	Government Buildings	25,250
	Cemeteries	26,700
	Insurance	3,146
	Regional Associations	1
	Other General Government	12,350
<b>Public Safety</b>		
	Police/Fire/Ambulance	377,672
	Forestry	500
	Building Inspections	11,500
	Emergency Management	-
<b>Highways &amp; Streets</b>		
	Highways & Streets	280,000
<b>Sanitation</b>		
	Solid Waste Disposal	103,254
<b>Health</b>		
	Health Agencies	2,858
<b>Welfare</b>		
	Direct Assistance & Vendor Payments	13,550
<b>Culture &amp; Recreation</b>		
	Parks & Recreation - Wolfeboro	4,216
	Parks & Recreation - Brookfield	1
	Library - Gafney	14,000
	Patriotic	200
	Heritage Commission	2,850
<b>Conservation</b>		
	Conservation Commission	3
<b>Debt Service</b>		
	Interest	1
<b>Capital Outlay</b>		
	Land Purchase	30,000
<b>TOTAL</b>		<b>\$ 1,094,149</b>

## **Board of Selectmen**

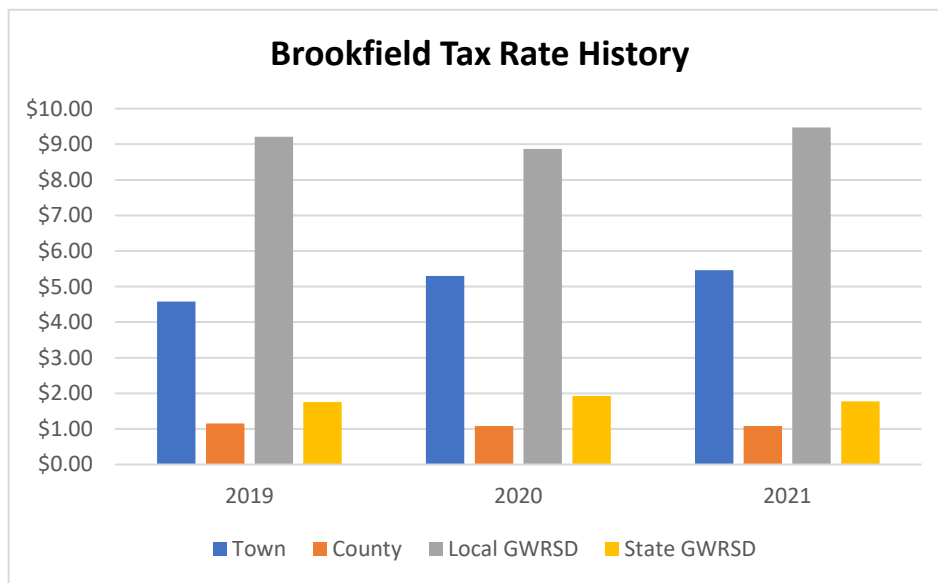
The COVID-19 pandemic continued through 2021; about fifteen percent of our population has had the virus. Changes to prevent infections or slow the spread of the disease, such as face covering and social distancing policies, implemented in 2020 were continued into 2021. Other Town functions impacted include the suspension of the Selectmen's Saturday Coffee, and the movement of the annual Town Meeting to Wakefield's Paul School gymnasium to provide greater social distancing. The pandemic led to fewer residents attending Town Meeting than in a typical year, with approximately 45 people in attendance.

The 2020 Census reported that the population of the Town grew to 755 residents from 712. Many new homes were constructed; please see the Code Enforcement Officer's report for the details. Our small Town continues to grow at a healthy pace; we work with the various boards and committees to ensure our small Town remains the hidden treasure that it is.

With our modest population growth comes new commitments. NH State Law requires that towns with a population above 750 are to use a professional accounting firm for their financial audit and we will begin this in 2022. Our ongoing relationship with our outside CPA firm Plodzik & Sanderson will now encompass this new task. We thank all the elected Town Auditors who have performed the audit function in past.

The Town entered into a franchise agreement with Atlantic Broadband to provide cable television service to about 110 unserved homes along the Wentworth Road corridor. This service will also provide broadband internet access to these homes.

Finally, the Selectmen worked with the Road Committee and elected to forego any paving projects this year. Instead, we replenished the road maintenance trust fund to prepare for future work. We had the Road Agent focus on ditching the Town road shoulders to help with storm water mitigation and to protect the traveled way. Additional monies were expended on road infrastructure improvements. Despite the increased cost of paving, we plan to resume paving operations in 2022 as several roads need resurfacing.



### **Town Maintenance Plan**

<b>Project</b>	<b>Estimated Cost</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Future</b>
<i>Office Building</i>					
New Rug	\$2,000	\$2,000			
Generator	\$10,000				\$10,000
<b>Total</b>	<b>\$12,000</b>				
<i>Town House</i>					
Interior Paint	\$15,000	\$15,000			
Window Repair	\$10,000	\$10,000			
Kitchen Repair	\$5,000				\$5,000
Floor Refinishing	\$10,000		\$10,000		
<b>Total</b>	<b>\$40,000</b>				
<i>Moose Mountain Bridge</i>					\$400,000
<b>Total</b>	<b>\$400,000</b>				
<i>Town Shed</i>					\$25,000
<b>Total</b>	<b>\$25,000</b>				
<i>Town Office Building Expansion</i>	\$\$\$				\$\$\$

Respectfully submitted,  
*Brian Robischeau*, Selectman Chair  
*Rick Surette*, Vice Chair  
*Richard Zacher*, Selectman

## Archivist

Two major undertakings have been the focus of the Town Archives this year: the property files project and the professional conservation of Town Record Book #8, supported by the writing of a successful grant for that project.

The Board of Selectmen decided in 2020 to undertake a major re-organization of several different Board documents and a condensation of these documents into one file. Right now, if a resident wanted to find his septic design, a 24" by 36" professional drawing, or the State approval for said septic design, the resident would have two choices. If it was done in the last 20 years it might be filed in the Code Enforcement files. Older than that, the Archivist would have to look through two boxes stored in the vault, with absolutely no organization to the boxes. We have a similar situation with documents such as building and driveway permits. Planning Board files for Subdivisions, and Lot Line (Boundary Line) Adjustments can be found in at least three different locations, including two boxes in the vault with no organization.

Zoning Board of Adjustment (ZBA) cases are now organized and catalogued in the vault, with a finding aid to help locate any case by Map and Lot, Name, or Date of the Decision. Case decisions by the ZBA go with the property – but how would you know if there had been a decision made regarding a Special Exception or Variance or Waiver to the Zoning Ordinance on your property if it happened with a previous owner as the applicant?

When this property file project is completed, each property file will have its own hanging file, which will contain the following, and in the following order:

- Town assessment cards since the latest State Assessment; assessment cards are retained up to and including the next State Assessment.
- The current landowner's deed, and the deed previous to the current one.
- If there has been a tax abatement in the past five years, that paperwork is found here until the retention period has expired.
- All documentation related to any part of the property which might be in current use or may have been removed from current use with the Land Use Change Tax (LUCT) will be behind a divider with a green "Land Use" label.-
- If there has been a ZBA decision at any time, there will be a red "ZBA" divider with the decision by the ZBA of the particular case(s), and a cross reference to where the case record can be found in the archives.
- If there has been Planning Board Activity on the property, the contents of that file, including the Planning Board decision, will be behind a blue "Planning Board" divider. Since most Planning Board cases involve the submission of plats done by a surveyor, the plats will be stored in flat files, with a cross-reference in the property file directing you to the location of the particular plat or survey.
- The building applications, copies of the building permits, inspection reports, and other compliance and code enforcement documents, including correspondence are behind the silver "Code Enforcement" divider. At the back of this section are the documents related to septic design and approval. The actual survey drawings are cross-referenced and stored in the flat files. Because many properties have had multiple building permits over the years, each permit is stored separately with the appropriate paperwork, with the most current project at the front of the file, and the oldest at the rear
- The last section of this hanging folder is a yellow "General" divider, and it includes the following: driveway permits, both Municipal and State approved; correspondence between the Town and the property owner, street address assignment forms, "Intent to Cut" and "Report of Cut" forms; and any other general material related to the property.

All property files will be stored in fire-proof file cabinets. While a major undertaking, the idea is to make a comprehensive overview and history of each property in Town and have it readily available to the property owner, future property owners, and staff. Cassandra Rodil is the able assistant on this project.

In June, 2021, I wrote an application for a Moose-Plate Conservation Grant, which is administered by the NH State Library. The application was for \$9,360 for the professional conservation of Town Record Book #8 by the Northeast Document Conservation Center in Andover, MA. In September, we received word that the grant had been approved in its entirety. With the additional digitalization and microfilming of the volume all accomplished at the same time, it cost the Town \$3,350.00. Below is an image of the conserved, newly bound volume, with a custom storage box.



For those of you who support conservation of land, buildings, and archival documents in New Hampshire by purchasing a Moose Plate when you register your car and continue to pay the surcharge each year that you renew – please know that twice now, for a total of \$14,860.00, our Town has benefited with a grant to conserve the documentary artifacts that are part of the cultural heritage of the Town. The funds come directly back to the Town from your registration fee. Everyone else – I hope you will consider becoming a Moose Plate driver!

Additionally, Kristen Whitworth and I continue to work on the archival vault, with a primary focus on finishing the complete finding aid to the various groups of records stored in the vault, which are required by the-State to be retained permanently. We also process the permanent records which are created each year.

Respectfully submitted,

*Craig F. Evans*, Archivist

*Kristen Whitworth*, Assistant Archivist

*Cassandra Rodil*, Property Files Assistant

## Assessor Clerk

There are several items of note for the annual report. First, the results of research, hard work, and long hours by Craig Evans and Cassandra Rodil are paying off regarding bringing our files up to a modern streamlined standard. We want to file as many documents as possible by Map and Lot number to make it easier to locate documents. [See the Archivist report for details on this project.]

Second, the NH Department of Revenue Administration has made specific recommendations to keep appropriate files on such things as exemptions, current use, and property cards. We are acting on those recommendations.

Third, I continue to get the requirements for such things as exemptions and current use defined in a more user-friendly manner on the Town website.

Fourth, an Assistant Assessor Clerk, Susan Raban, has been hired to assist me in a number of important areas. She has already shown great qualities, and it is a pleasure to work with her.

I encourage people to investigate the Assessing page on the Brookfield Town website to see what it offers and how it can help you. My office is in the Town Office Building and my hours are on Thursdays and Fridays from 8:30 am to 10:30 am. You can leave a message for me by calling 603-522-3688. My email in the office is [assessor.clerk@brookfieldnh.org](mailto:assessor.clerk@brookfieldnh.org). Please drop by and let me know how I might help you!

Respectfully submitted,

*Robert W. Nielsen*

Assessor Clerk



**New Hampshire**  
Department of  
Revenue Administration

**2021**  
**MS-1**

Land Value Only		Acres	Valuation	
1A	Current Use RSA 79-A	11,211.31	\$822,097	
1B	Conservation Restriction Assessment RSA 79-B	0.00	\$0	
1C	Discretionary Easements RSA 79-C	0.00	\$0	
1D	Discretionary Preservation Easements RSA 79-D	0.00	\$0	
1E	Taxation of Land Under Farm Structures RSA 79-F	0.00	\$0	
1F	Residential Land	2,042.23	\$37,816,600	
1G	Commercial/Industrial Land	79.05	\$264,700	
1H	Total of Taxable Land	13,332.59	\$38,903,397	
1I	Tax Exempt and Non-Taxable Land	1,558.11	\$2,937,700	
Buildings Value Only		Structures	Valuation	
2A	Residential	0	\$87,085,024	
2B	Manufactured Housing RSA 674:31	0	\$259,300	
2C	Commercial/Industrial	0	\$681,400	
2D	Discretionary Preservation Easements RSA 79-D	0	\$0	
2E	Taxation of Farm Structures RSA 79-F	0	\$0	
2F	Total of Taxable Buildings	0	\$88,025,724	
2G	Tax Exempt and Non-Taxable Buildings	0	\$922,576	
Utilities & Timber			Valuation	
3A	Utilities		\$1,797,700	
3B	Other Utilities		\$0	
4	Mature Wood and Timber RSA 79:5		\$0	
5	Valuation before Exemption		\$128,726,821	
Exemptions		Total Granted	Valuation	
6	Certain Disabled Veterans RSA 72:36-a	0	\$0	
7	Improvements to Assist the Deaf RSA 72:38-b V	0	\$0	
8	Improvements to Assist Persons with Disabilities RSA 72:37-a	0	\$0	
9	School Dining/Dormitory/Kitchen Exemption RSA 72:23-IV	0	\$0	
10A	Non-Utility Water & Air Pollution Control Exemption RSA 72:12-	0	\$0	
10B	Utility Water & Air Pollution Control Exemption RSA 72:12-a	0	\$0	
11	Modified Assessed Value of All Properties		\$128,726,821	
Optional Exemptions		Amount Per	Total	Valuation
12	Blind Exemption RSA 72:37	\$40,000	0	\$0
13	Elderly Exemption RSA 72:39-a,b	\$0	3	\$120,000
14	Deaf Exemption RSA 72:38-b	\$0	0	\$0
15	Disabled Exemption RSA 72:37-b	\$30,000	3	\$90,000
16	Wood Heating Energy Systems Exemption RSA 72:70	\$0	0	\$0
17	Solar Energy Systems Exemption RSA 72:62	\$0	0	\$0
18	Wind Powered Energy Systems Exemption RSA 72:66	\$0	0	\$0
19	Additional School Dining/Dorm/Kitchen Exemptions RSA 72:23	\$0	0	\$0
19A	Electric Energy Storage Systems RSA 72:85	\$0	0	\$0
19B	Renewable Generation Facilities & Electric Energy Systems	\$0	0	\$0
20	Total Dollar Amount of Exemptions			\$210,000
21A	Net Valuation			\$128,516,821
21B	Less TIF Retained Value			\$0
21C	Net Valuation Adjusted to Remove TIF Retained Value			\$128,516,821
21D	Less Commercial/Industrial Construction Exemption			\$0
21E	Net Valuation Adjusted to Remove TIF Retained Value and Comm/Ind Construction			\$128,516,821
22	Less Utilities			\$1,797,700
23A	Net Valuation without Utilities			\$126,719,121
23B	Net Valuation without Utilities, Adjusted to Remove TIF Retained Value			\$126,719,121





Utility Value Appraiser  
R. B. WOOD & ASSOCIATES

The municipality **DOES NOT** use DRA utility values. The municipality **IS NOT** equalized by the ratio.

Electric Company Name	Distr.	Distr. (Other)	Gen.	Trans.	Valuation
NEW HAMPSHIRE ELECTRIC COOP	\$390,000	\$0	\$0	\$0	\$390,000
PSNH DBA EVERSOURCE ENERGY	\$1,407,700	\$0	\$0	\$0	\$1,407,700
	\$1,797,700	\$0	\$0	\$0	\$1,797,700

Veteran's Tax Credits	Limits	Number	Est. Tax Credits
Veterans' Tax Credit RSA 72:28	\$250	52	\$13,000
Surviving Spouse RSA 72:29-a	\$700	0	\$0
Tax Credit for Service-Connected Total Disability RSA 72:35	\$1,400	3	\$4,200
All Veterans Tax Credit RSA 72:28-b	\$250	3	\$750
Combat Service Tax Credit RSA 72:28-c	\$0	0	\$0
		58	\$17,950

Deaf & Disabled Exemption Report

Deaf Income Limits

Single	\$0
Married	\$0

Deaf Asset Limits

Single	\$0
Married	\$0

Disabled Income Limits

Single	\$25,000
Married	\$30,000

Disabled Asset Limits

Single	\$50,000
Married	\$50,000

Elderly Exemption Report

First-time Filers Granted Elderly  
Exemption for the Current Tax Year

Total Number of Individuals Granted Elderly Exemptions for the Current Tax  
Year and Total Number of Exemptions Granted

Age	Number	Age	Number	Amount	Maximum	Total
65-74	0	65-74	1	\$30,000	\$30,000	\$30,000
75-79	1	75-79	2	\$45,000	\$90,000	\$90,000
80+	0	80+	0	\$60,000	\$0	\$0
			3		\$120,000	\$120,000

Income Limits

Single	\$25,000
Married	\$30,000

Asset Limits

Single	\$50,000
Married	\$50,000

Has the municipality adopted an exemption for Electric Energy Systems? (RSA 72:85)

Granted/Adopted? No

Properties:

Has the municipality adopted an exemption for Renewable Gen. Facility & Electric Energy Storage? (RSA 72:87)

Granted/Adopted? No

Properties:

Has the municipality adopted Community Tax Relief Incentive? (RSA 79-E)

Granted/Adopted? No

Structures:

Has the municipality adopted Taxation of Certain Chartered Public School Facilities? (RSA 79-H)

Granted/Adopted? No

Properties:

Has the municipality adopted Taxation of Qualifying Historic Buildings? (RSA 79-G)

Granted/Adopted? No

Properties:

Has the municipality adopted the optional commercial and industrial construction exemption? (RSA 72:76-78 or RSA 72:80-83)

Granted/Adopted? No

Properties:

Percent of assessed value attributable to new construction to be exempted:

Total Exemption Granted:

Has the municipality granted any credits under the low-income housing tax credit tax program? (RSA 75:1-a)

Granted/Adopted? No

Properties:

Assessed value prior to effective date of RSA 75:1-a:

Current Assessed Value:



New Hampshire  
Department of  
Revenue Administration

2021  
MS-1

Current Use RSA 79-A	Total Acres	Valuation
Farm Land	405.34	\$128,335
Forest Land	7,126.40	\$543,250
Forest Land with Documented Stewardship	2,713.17	\$129,993
Unproductive Land	312.20	\$7,097
Wet Land	654.20	\$13,422
	<b>11,211.31</b>	<b>\$822,097</b>

Other Current Use Statistics

Total Number of Acres Receiving 20% Rec. Adjustment	Acres:	6,747.62
Total Number of Acres Removed from Current Use During Current Tax Year	Acres:	0.88
Total Number of Owners in Current Use	Owners:	135
Total Number of Parcels in Current Use	Parcels:	211

Land Use Change Tax

Gross Monies Received for Calendar Year		\$11,870
Conservation Allocation	Percentage: 0.00%	Dollar Amount: \$0
Monies to Conservation Fund		\$0
Monies to General Fund		\$11,870

Conservation Restriction Assessment Report RSA 79-B

	Acres	Valuation
Farm Land	0.00	\$0
Forest Land	0.00	\$0
Forest Land with Documented Stewardship	0.00	\$0
Unproductive Land	0.00	\$0
Wet Land	0.00	\$0
	<b>0.00</b>	<b>\$0</b>

Other Conservation Restriction Assessment Statistics

Total Number of Acres Receiving 20% Rec. Adjustment	Acres:	0.00
Total Number of Acres Removed from Conservation Restriction During Current Tax Year	Acres:	0.00
Owners in Conservation Restriction	Owners:	0
Parcels in Conservation Restriction	Parcels:	0

Discretionary Easements RSA 79-C	Acres	Owners	Assessed Valuation
	0.00	0	\$0

Taxation of Farm Structures and Land Under Farm Structures RSA 79-F

Number Granted	Structures	Acres	Land Valuation	Structure Valuation
0	0	0.00	\$0	\$0

Discretionary Preservation Easements RSA 79-D

Owners	Structures	Acres	Land Valuation	Structure Valuation
0	0	0.00	\$0	\$0

Map Lot Block % Description

*This municipality has no Discretionary Preservation Easements.*

Tax Increment Financing District	Date	Original	Unretained	Retained	Current
<i>This municipality has no TIF districts.</i>					

Revenues Received from Payments in Lieu of Tax

	Revenue	Acres
State and Federal Forest Land, Recreational and/or land from MS-434, account 3356 and 3357	\$0.00	0.00
White Mountain National Forest only, account 3186		0.00

Payments in Lieu of Tax from Renewable Generation Facilities (RSA 72:74)

*This municipality has not adopted RSA 72:74 or has no applicable PILT sources.*

Other Sources of Payments in Lieu of Taxes (MS-434 Account 3186)

*This municipality has no additional sources of PILTs.*

## **Auditors**

There are five parts to the report submitted by the Town Auditors: General Ledger, Treasurer, Tax Collector, Trustees of the Trust Funds, and Town Clerk. Each of the five parts consists of three sections; general questioning, testing, and a summary along with suggested recommendations. This report is to be completed annually by the local elected Auditors as required by law.

For the Town of Brookfield, the coordination among Town Clerk, Treasurer, and Tax Collector is a smooth flowing process. There is a system of checks and balances between these departments. The Trustees of the Trust Funds engage a professional team of individuals who execute the monetary operation of three designated accounts. The audit of the accounts for the Town of Brookfield for 2021 will be available for public inspection upon completion in the Selectmen's office.

Upon completion of the 2020 audit performed in 2021 the following recommendations were supplied to the Selectmen:

### **Tax Collector –**

- a) Very organized and able to answer the questions we had very quickly and easily.
- b) Include the Lien Execution List with the other records and documents that are provided for all future audits.

### **Town Clerk –**

- a) There were no records with running totals of monthly, quarterly, and annual receipts. Unable to locate 2 deposit tickets and deposit receipts for one of the audit samples.
- b) Town Clerk needs to eliminate manual entry processes and utilize the 2 software programs available for monthly, quarterly, or annual receipts.

### **Treasurer –**

- a) No areas of concern; the Treasurer is very organized.
- b) Most procedures were followed; only 1 weakness was noted in a sample. There was no Selectman signature or initials approving a vendor invoice.

### **Trustees of the Trust Funds –**

- a) The MS 9 and MS 10 reports should be completed before the end of January of the following year; we did not receive them until 04/24/21.
- b) Once the reports and documents were available to us, we were able to complete the audit in a very timely manner.
- c) At a minimum, all fund transactions should be completed, reviewed and compared to the Investment Bank Account Statements on a monthly basis.

Respectfully Submitted,  
*Amanda Pierce*  
*Susan Raban*  
Town Auditors

## Cemetery Trustees

The Cemetery Trustees met six times during the year. There were two main focuses for the year – continued work on the New Town Cemetery and implementing the Graveyard Volunteer Program.

The dedication monument stone for the memorial space was finalized and ordered and will be installed in the spring. The four granite benches were moved from the Town Office Building to their new locations in Section A and Section B of the New Town Cemetery, and in the memorial space. With these measures taken, installation of a lawn and plantings will complete the memorial space.

Plans for 2022 involve doing major excavation work on the 1.5 acres that are not yet developed, and the installation of more appropriate metal gates at the entry. The excavation work will include adding significant amounts of loam and natural fertilizer to increase the value of the existing soil in order to produce a healthier field. At the same time the grub problem that exists throughout the whole two acres will be addressed. We will also continue to lime the whole two acres to help with the acidity of the existing soil.

Our thanks go to Bertie Holland for donating the plantings at both town cemeteries and watering them throughout the summer. The twelve maple trees lining the main drive of the New Town Cemetery continue to thrive, thanks to annual fertilizing by Bartlett Tree, and Craig Evans watering them during the dry periods of summer.

Ten people have responded to our poster in the Town Offices requesting volunteers to help take care of the private graveyards that do not have trusts. The Cemetery Trustees held two informal training sessions with those interested, and signed people up for specific graveyards which will be their responsibility. We hope to grow this volunteer program over the next years, so that each graveyard will have a caretaker. Speak to any of the three Trustees if you have questions or are interested.

The Town is fortunate to have a volunteer, Bob Servacek, who is producing an inventory of each of the private graveyards in the Town, checking the names and dates found in each graveyard against the databases we have from previous efforts. This is a huge project, which we anticipate will take probably three years. As each graveyard is done, Craig will check for accurate co-ordinates compared to those that already exist in an on-line database. This also allows us to update our inventory of veterans of all wars so they can be appropriately honored on Memorial Day.

The Trustees sold one plot in the New Town Cemetery this calendar year, and there were no burials in either Town Cemetery. To the best of our knowledge, there was only one burial in a private graveyard this year, in the Wiggin Graveyard on Wentworth Road.

Corey Pike, who cares for the two town cemeteries and the graveyards with trusts, worked on eight private graveyards with trusts this past summer.

Respectfully submitted,  
*Craig F. Evans*, Trustee Chair  
*Roberta Holland*, Trustee  
*Pam Skeffington*, Trustee

### **Code Enforcement**

<b>Property Owner:</b>	<b>Project:</b>	<b>Estimated Value:</b>
Brian Rhode	Mudroom connecting outbuilding and house	\$10K
Alex & Meg Sherrill	Single Family Home	\$288.6K
Lloyd & Douglas Allen	Demo Barn	\$15K
Barbara Tully	Single Family home with attached garage	\$550K
Charles & Joanne Dolbear	New single-family home	\$250K
Alice & Charlie Briggs	Single Family Home-	\$658.8K
Jon & Cheryl Baker	Single family log home-	\$350K
Maryann & Marc LeClair	40'x80' Steel building	\$150K
Cyril Chen	New Single-family home	1,109K
Zip Tie LLC	Single family home	\$400K
John & Carrie Silbernagel	New Single-family home	\$462.7K
Greg Chance	24'x30' Garage	\$30K
Michael Olson	Basement remodel add full bath	\$30K
Kristin Walters	Mudroom	\$25K
Bruce Steinberg	Remodel old camp	\$70K
Carolyn Cefalo	Turn 23'x23' garage into ADU	\$45K
Peter Gosselin	Garage with one bedroom above	\$120K
Richard Mauser	8'x24' Deck. Future screen porch.	\$5K
	<b>Total Estimated Value:</b>	<b>\$3,461,209K</b>

Respectfully submitted,  
*Nick Angelo, III*  
Code Enforcement Officer

### **Conservation Commission**

#### **The Town Preserve-**

With COVID still entrenched, the meetings outside of Brookfield we normally attend were replaced by getting more projects accomplished within Brookfield and creating a list of action items to consider in the future. During summer storms, several large and small trees were blown down, especially across the first part of the Blue Trail on the Town Preserve. While we want to minimally maintain the trail to keep it as natural as possible, I did clear the trail of those trees in September. In June, with the help of three volunteers, we were able to remove roughly 25 feet of unstable rocks from the trail where the Blue Trail connects with the Rail Trail.

In October at the Cottle Hill parking area (beginning of the Blue Trail), I encountered Amanda Beauregard, a UNH graduate student, who was given permission by the Selectmen to do a bug study on the Town Preserve. Specifically, her study explored the presence of bark beetles in mixed pine/oak stands. I asked if we could receive a copy of her report, and she indicated she will share it. I often walk on the Town Preserve, and more trails can easily be marked on existing wood roads. The Preserve is full of variety, beauty, and potential. It represents a real gem for Brookfield to have and to share!

#### **Conservation Commission Website-**

For those of you who access the Brookfield Conservation Commission website, you have no doubt noticed abundant new links on the left sidebar that I collected, and that resident Jeremy Marcotte helped us to install. Thank you, Jeremy!

### **The Preserve Field-**

Alan Frederickson continues to improve the roughly 30-acre Town Preserve field with natural fertilizer in exchange for the hay. Each of those big round bales weighs about 2000 pounds, and he brings wagonloads of them up Old Governor's Road to bring back to his farm.

### **Facebook Group-**

Jenn McKown continues to do a wonderful job with her creation of the Facebook Group *Brookfield's Bounty*. The group shares anything about Brookfield's natural beauty, and it has been a real treat to witness the group expand and flourish. In the 2020 Brookfield Annual Report, the group numbered 70, and now it enjoys 82 members after about three years in existence. Thank you, Jenn!

### **Transitions-**

At the beginning of 2021, the Conservation Commission consisted of myself, Frank Frazier, Pat Girard, and Rich Zacher. All towns benefit greatly by having volunteers. It is such a good way to learn about the Town, to have a greater sense of belonging, to meet people, and to offer fresh ideas. People come and go and leave the results of their good work.

My wife and I sold our home in Brookfield in June and downsized to a home in Wolfeboro; this necessitates that I leave the Conservation Commission. I have greatly valued my time as a member and as Chair, and I have enjoyed the work and many rewards. Thank you for a memorable four years!

Longtime resident Frank Frazier has been involved in so many aspects of the Town, a model volunteer. His knowledge, sense of the Town and its history, and effectiveness has made a wonderful difference in everything he has done for the Town in his various positions of involvement, which have included a number of years on the Conservation Commission and involvement in the ever important Rail Trail, another gem the Town enjoys. In April, in his own words, Frank said he "wants to take a break" from the Conservation Commission. We understand and wish Frank well, and thank him for his significant contribution! I feel fortunate to have worked with him.

Respectfully submitted,

*Robert W. Nielsen*

Conservation Commission Chair

## **Emergency Management**

The Town House will be open during emergencies, severe weather, and other extreme situations, providing cooking facilities and drinking water, as well as shelter if necessary. The building will be open from 6:00 am to 8:00 pm unless sheltering is needed, and then it will be open as necessary. The Town House will be opened when a power outage lasts more than four hours or as requested. All such requests must be made to the Selectmen.

Always be personally prepared for an emergency. Maintain a supply of drinking water, canned and dried foods, flashlights with a supply of batteries, and lanterns that are fully charged or have plenty of lantern fuel on hand. Also, maintain a supply of personal items and medications you may require. Remember, cordless telephones do not work when the power is out and cell phones only work when the battery is charged. If you do not have a conventional landline be sure to keep your cell phone vehicle charger handy. If you have any questions about emergency preparedness, contact me or Deputy Director William Nelson.

If you have an emergency, whether the need is for Police, Ambulance, or Fire Department services dial **911** as your first call. **911** will immediately contact the County Dispatch, which will dispatch the appropriate emergency service(s) to help you.

Please remember, without a clearly posted and readable road address number at the end of your driveway, Emergency Services will be delayed in locating and helping you. Delays can be lengthy if several houses in a row are not numbered and easily visible from both directions on the road. Numbers should be at least 3" high; however, 4" is better. The numbers need to be on a contrasting background and preferably reflective. Help us help you!

Respectfully submitted,  
*Bradford Williamson*  
Emergency Management Director

### **Forest Fire Warden**

2021 was an uneventful wildfire season in Brookfield compared with previous years with only a few unpermitted burns and one small brush fire.

Brookfield landowners have been very diligent about acquiring permits for both campfires and brush burns. Remember, State law requires fire permits for all outside burning of wood when the ground is not completely covered with adequate snow. Four inches of snow cover is recommended as a minimum. If there is adequate snow cover and it melts, as may occur in the fall, then permits are again required until adequate snow cover reoccurs. Permits can be obtained through the Brookfield Forest Fire Warden and the Deputies. Their contact info can be found on [www.brookfieldnh.org](http://www.brookfieldnh.org). Campfire permits may also be obtained online at [www.nhfirepermit.com](http://www.nhfirepermit.com).

When someone gets a permit, it gives the Warden and Deputies the opportunity to ensure that only permitted materials are being burned and are being burned safely. It also affords the opportunity to educate property owners on safe and proper outdoor burning. Landowners are responsible for any fire kindled on their property so, by State law, permits can only be issued to the property owner. If someone else is using the property, he or she must have a letter of permission signed by the property owner to kindle a fire.

The Wakefield Fire Department does not issue fire permits for Brookfield. By State law, each Town is responsible for any wildland fires that occur within its boundaries, including the cost of suppression. If the fire was caused by an identifiable person, he or she can be charged the cost of suppression and damages including to neighboring buildings, homes and equipment. The State will cost share on fire suppression costs (when funds are available) when no responsible party can be found, paying up to 50% of the published rates, which are far below actual costs.

If you are interested in becoming a Forest Fire Deputy Warden, please contact the Warden or any of the Deputies. There is a mandatory training class which will require some physical agility as well as training on the Town's equipment and some availability when you're home to write permits and/or assist with fire suppression duties as needed. It's a great way to support our small Town!

Remember, fire permits are required by the State whenever there is bare ground showing, regardless of the time of year. Thank you to all residents for another successful year as we look forward to the same in 2022.

Respectfully submitted,  
*Bradford N. Williamson*, Warden  
*Janet S. Williamson*, Deputy  
*Michael Moore*, Deputy  
*David Champy II*, Deputy



## **Gafney Library**

2021 found the Gafney Library in the throes of the Second Century Campaign to raise funds for the 2600 square foot addition. The Gafney Board of Trustees - with Dick DesRoches as President and fundraising leader - and Library Director Beryl Donovan raised \$1,063,000 all from private pledges and donations. A construction loan through Profile Bank allowed the construction to begin in January 2021 with an anticipated finish date and grand opening in mid-summer 2022. A December unveiling of the new brick exterior brought the project to reality – a new space for young children and teens and expanded library services. In the fall, fundraising began for Phase II:

- Conversion of the former youth library into a community/education room for the purpose of holding community meetings, library programs and the Adult Literacy Program and HiSET Testing Center.
- Renovation of the existing library space to contain an adult reading/study area.
- Furnishings and technology for both areas

Interested donors may contact the Gafney Library at 603.522.3401 - donations over \$1,000 may be paid over a three-year period. A soon-to-be fundraising thermometer on the front lawn will be a visual reminder of the \$150,000 yet to raise.

Rented storage units contain all the youth library furnishings and a large percentage of the books, audiobooks, and movies until they can be moved to the new wing.

Extremely limited space that varies depending on stages of construction has had an impact on in-house library services. A small youth library area has been set up in the upstairs entryway for young browsers. The Gafney opened for browsing by appointment in June and the popular Gafney “On The Go” curbside program has been popular since its beginning a year and a half ago. Virtual services continue and are available on [www.gafneylibrary.org](http://www.gafneylibrary.org) and Facebook. Library Administrative Assistant Peter Abate interacted via phone, email, and in person with patrons to circulate new materials – more than 1,466 curbside pickups, 429 browsing appointments, and 732 interlibrary loan transactions. Eighty new library cards were issued, museum passes were popular, the AARP free tax prep program served 85 people, and the expanded cable and Wi-Fi service provides remote access to anyone, extending to the parking lot across the street (and to Lino’s!). Interim Youth Library Coordinator Susan Dansereau worked with young patrons on the “Tails and Tales” summer reading program and throughout the year providing “Take & Make” bags filled with crafts, activities, puzzles, and coloring sheets. Susan and retired Children’s Librarian Diane Cassidy’s storytimes are available 24/7 on the Gafney Facebook page.

Literacy program tutors work with those studying for their high school equivalency certification (HiSET) on Wednesdays by appointment and HiSET examiners are conducting exams once a month. Information is available on the Gafney Library website.

Friends of Wakefield Libraries continue to provide half the cost of the online Hoopla subscriptions (audio/eBooks, magazines, comics, movies & TV shows online – 1,495 circulations) and summer reading supplies. This lively group conducts the summer Saturday book sales and other fundraising activities and welcomes newcomers.

A sincere “Thank You!” to all those who have been a part of the “Gafney Family” over the past year – donors, patrons, volunteers, friends, moral supporters – we couldn’t do it without you!

Respectfully submitted,

*Beryl Donovan*

Library Director



## **Governor Wentworth Regional School District**

It is my privilege as Chair of the Governor Wentworth Regional District School Board to submit my annual report to the voters and taxpayers of Brookfield, Effingham, New Durham, Ossipee, Tuftonboro, and Wolfeboro.

In February of last year, I shared that in my nearly thirty years serving as a board member, I had never known a year more challenging than 2020. I could not have imagined that some of our toughest times were ahead of us, given all we had dealt with to this point. However, emotions have continued to run high over this past year, with the weight of the pandemic still on our shoulders. The worry and frustration that we hoped would dissipate has not left us; in fact, for many it has intensified. So many are weary of it all, and believe me, I understand. As I have said before, this has been one of the most divisive situations we have ever faced, and not a day has gone by when we have not felt the enormity of our decisions.

With every vote and every decision during this pandemic—and long before—the School Board has kept the safety of our students and our school community as our top priority. I understand that our decisions have been met with contempt by some, but I believe that much of our community has understood the complex challenges of navigating this ever-changing global pandemic. We as a Board believe that public participation is a cornerstone of our work, and there is great value in civic discourse; particularly when it is done in a mutually respectful way. We have had many community members—both from our district and beyond—engage in our meetings and express their perspective. With all that we have faced as a community, I am extremely proud of how our Board members have conducted themselves throughout this pandemic, and especially this past year. We continue to believe that the only way to get to the other side of all of this is to work together, faithful to our mission: helping each child create the future.

While that future has felt uncertain for a while now, one thing I am certain of is the unwavering dedication of our school community. The weight of uncertainty has been a burden for us all, and while it may continue a bit longer than we might hope, what I have continued to observe across our district is strength and resilience. Creative problem-solving and compassion. A sense of hope and gratitude for the things we have been able to return to. There is so much still to be thankful for, and I look forward to the better days ahead of us. I hope the future also affords us the opportunity to reflect on the part we each had in navigating one of the most unimaginable times of our lives—and that we are proud.

Unimaginable times. As I write this, our community is still in shock, grieving the unexpected loss of board member Krista Abear in early December. Krista joined the GWRSD School Board in 2019, after her retirement from GWRSD two years earlier. She taught for 30 years at Kingswood Regional Middle School, while also serving in a variety of roles there, from mentor to team leader. Krista's heart was deeply rooted in our district; she was a thoughtful, devoted, fierce advocate for students, her colleagues, and her community. During her tenure on the Board, Krista embodied the sentiment of "Do the right thing, not the easy thing." On behalf of the GWRSD School Board, I extend my deepest sympathy to all who knew and loved her. She was a special person, and her loss is profound. As we do the next right thing, may we think of Krista, with deep appreciation for her life and service.

Respectfully submitted,  
*John T. Widmer*  
GWRSD School Board Chair

## Heritage Commission

2021 began with repairing and replacing the plaster in our historic Town House. The plaster in the entry way was repaired in 2020 and now it was time to do the main room of the Town House. Scaffolding was put up and plastic placed around the doors, lights, and windows. Most of the plaster had to be removed all the way down to the split lathe. We had a surprise when the contractors were working on the front wall – they found a window the same size as the other ones on the side walls! The window was removed and will be available when we do the repairs on the existing windows in case it or parts of it are needed. When the plastering work was done, we had a huge cleanup job to do, but the walls and ceiling look beautiful and they will last for the next 100 years!



While the scaffolding was up, we took the next step. Craig Evans knew of people who specialize in stenciling historic buildings. We hired Polly Forcier to come to the Town House and trace each of the existing wall stencils. She had to stand on the top of the scaffolding to do one of them. Polly then sent the tracings to her daughter in Maine—who owns MB Historic Décor LLC, and she created six copies of each of our stencils. We will use them when the painting of the walls is completed to restore the original look of the room.



Bob Servacek, one of our Heritage Commission members, has been working on several of our town graveyards and cemeteries. He started with the Cate Graveyard on Governor's Road. Bob spent two and a half years digging in the graveyard finding Isaac Cate's gravesite, as well as those of other members of the family, and then kept digging into the internet and Town records where he discovered that Isaac Cate was a veteran of the war of 1812. During his research, he also identified two of Isaac's great-great granddaughters still living in the region: Claire Cate Tallman of Wolfeboro and Dorothy Cate Hutchins of Freedom.

On Sunday, September 19, 2021, members of the Brookfield Heritage and Cemetery Commissions, Mrs. Rallman, Mrs. Hutchins, and Selectman Rich Zacher met at the Cate Graveyard to place an 1812 Veteran Service Medallion on the gravesite of Isaac Cate; see the pictures below. We were honored to have the family members at the ceremony.



Bob and his wife Karen have surveyed and mapped 16 of our Town graveyards. They have transcribed 212 tombstones and recognized 84 field stone grave markers for a total of 296 interments. They have also found 20 to 30 “depressed” graves showing additional burials. Bob has confirmed 21 veterans in these graveyards. Bob will start phase 2 in the Spring of 2022 and hopes to finish another 30 graveyards and complete this project in 2023. Having accurate information about our ancestors buried here is a wonderful gift to the Town.

Our final project for 2021 can be found on the Town website under the Heritage Commission. Look at the left side for “Echoes from the Past”. If you click on that you will see articles from old newspapers: the Carroll County Reporter and Granite State News, including the activities of the Brookfield Bicentennial Committee in 1994. We will be adding more articles as Bob Servacek finds them.

Respectfully submitted,  
*Marilou MacLean,*  
Chair

### **Moderator**

In March 2022, it will be 12 years since I took office as the Town’s Moderator. It has been an honor to serve these several years.

2021 was not an election year, so the only duty of the Moderator was Town Meeting. The 2021 Town Meeting was held during the Governor’s State of Emergency. We met at the Paul School in order to allow socially distanced participation. Hopefully we will not see further disruptions going forward.

I have not filed for reelection to another term. I anticipate new challenges which would further complicate my ability to serve as your Moderator. I also note several bills pending in the legislature which, if they become law, may make performing this job significantly more difficult.

I thank the returning election workers, including Rob Collins and Frank Frazier as Inspectors of Election/Ballot Clerks, and Doug Vanderpool as Ballot Clerk. And I appreciate our Town Clerk, Virginia McGinley.

I especially appreciate our Supervisors of the Checklist: Cheryl Perry, Susan Raban, and Maryann Lynch. In the event there is a vacancy for Moderator, RSA 669:62 gives them the responsibility of filling the vacancy.

Respectfully submitted,  
*William M. Marsh MD*  
Moderator

## **Planning Board**

Throughout 2021, the Planning Board conducted its regular business meetings on the second Monday of the month at 7:00 pm despite the continuation of the pandemic. We welcomed Gus Stratton as a new member this spring.

Over the course of the year, the Board was approached with several inquiries for subdividing, tree maintenance on the scenic roads, and a conditional use permit for a concert at Moose Mountain Recreation Area. We rewrote the Personal Wireless Service Facility zoning ordinance and included it as a warrant article on the 2022 Town ballot.

At our monthly meetings, we strive to conduct efficient, focused, and productive discussions. At the time of this writing, we have one member vacancy and are looking for an administrative assistant. We encourage those who are interested in participating to attend a monthly meeting and consider joining us as a member or alternate. We hope to see you soon.

Respectfully submitted,  
*Tim Straz*  
Planning Board Chairman

## **Strafford Regional Planning Commission**

Strafford Regional Planning Commission (SRPC) works with municipalities, statewide organizations, and other partners to provide technical assistance with planning documents, outreach, projects, and regulations. SRPC creates a space for stakeholders to connect, share information, and engage with important planning initiatives.

### **2021 Accomplishments-**

(Value of each service provided at no additional cost to the town is in parentheses)

- Ordered *New Hampshire Planning and Land Use Regulation* books for local land use boards.
- Provided support as the chair of the board of directors for Explore Moose Mountains, an initiative to promote Brookfield, Farmington, Middleton, Milton, New Durham, Wakefield, and Wolfeboro, including coordinating meetings, developing and analyzing a business survey, and preparing and submitting a proposal for a USDA RD grant. (\$4,300 for all six communities)
- Inventoried an additional site for the Promoting Outdoor Play! (POP!) Recreation Map Viewer. (\$250)
- Facilitated outreach with Brookfield residents for SRPC's Communities for Healthy Aging Transitions (CHAT) project. (\$1,200)

### **2021 Regional Accomplishments-**

- Updated the regional Long-Range Transportation Plan and Comprehensive Economic Development Strategy, valuable resources for local planning.
- Developed a new Regional Data Snapshot, an annual document that contains many data metrics and maps referenced in our core planning documents.
- Launched and marketed the online map viewer for the Promoting Outdoor Play! (POP!) project that catalogued 340+ recreation sites in the region.
- Continued Brownfields assessment and cleanup planning activities.
- Launched the new SRPC website with an emphasis on accessibility. The new site includes community profiles, highlighting the work we do for each town.
- Created an online map viewer showing 2020 Census demographics data.

- Operated a CARES Act Economic Recovery and Resiliency grant. Activities included promotion of funding opportunities and technical assistance for local businesses.
- Solicited, ranked, and submitted new transportation projects for inclusion in the Statewide Ten-Year Plan.
- Developed a drinking water quality buffer model ordinance in partnership with Rockingham Planning Commission.

#### **Goals for 2022-**

- Complete the Communities for Healthy Aging Transitions (CHAT) Brookfield Assessment and share it with the town.
- Submit a second USDA grant for Explore Moose Mountains, the grassroots initiative which promotes local business and tourism in Brookfield and the surrounding towns of Farmington, Middleton, Milton, New Durham, Wakefield, and Wolfeboro.
- Update the regional Housing Needs Assessment.
- Expand the Regional Data Snapshot with additional metrics, interactive web maps and more focused information on local data within each community.
- Continue SRPC's CARES Act programming through Sept. 2022, including rollout of SRPC's record digitization initiative in winter 2021-2022

**Commissioners-** Ed Comeau

Respectfully submitted,

*Jennifer Czysz*

Executive Director

### **Supervisors of the Checklist**

The Town Election was held March 9, 2021, with 104 voters casting their ballots: 25 Democrats, 39 Republicans and 40 Undeclared.

The Town Meeting was held at the Paul School in Wakefield on March 20, 2021; 47 residents attended.

The Supervisors hold meetings periodically during the year to accept new voter registration. Meeting notices are posted in the Granite State News, in the kiosk at the Town Office and on the Town's website: [www.brookfieldnh.org](http://www.brookfieldnh.org).

The State requires that the Supervisors verify every four years that everyone on the voter checklist is still a resident of Brookfield. We began that process in April 2021, identifying everyone who had not voted in any election in the previous four years; those individuals were each sent a letter. Each letter which was returned by the Postal Service marked as "moved" resulted in the individual being removed from the checklist. That process was completed by August of 2021.

We also welcome your questions and can be contacted at the Town Offices or by email at [supervisorchecklist@brookfieldnh.org](mailto:supervisorchecklist@brookfieldnh.org).

Residents may also register with the Town Clerk during her hours. Applicants for registration must bring proofs of age, citizenship, and domicile when they come to register. Qualified applicants who do not possess or bring proof with them may register if they sign an Affidavit attesting to their qualifications.

New Hampshire voter and election information, including a look-up of your party affiliation, is available on the Secretary of State's website: <http://sos.nh.gov>.

Respectfully submitted,  
*Cheryl Perry*  
*Susan Raban*  
*Maryann Lynch*  
Supervisors of the Checklist

### **Tax Collector**

Let me welcome all the new residents who have moved to Town this past year. It has been difficult to greet everyone as we are still in the throes of the coronavirus pandemic. We are glad to have you and hope you love our little Town. Hopefully we can all get back to normal soon.

In 2021 the tax rate went up slightly to \$17.72. The total warrant was for \$2,256,299.00, and as of December 31, 2021, the collections were \$2,125,282.38. This keeps us at 95% collected which is right where we usually are at this time. There are many things we are unable to control but the Selectmen do their best to keep the tax rate reasonable.

Again in 2021, no properties were deeded to the Town for nonpayment of taxes. The deeding of one property lien in 2018 was waived by the Selectmen per RSA 80:38 II-a. There are five properties scheduled for deeding for unpaid 2019 taxes. This will take place April 18, 2022, if payment is not made prior to that date. The tax lien will be held April 22, 2022, for all 2021 unpaid taxes. This action will result in a lien being placed on the property and recorded at the Carroll County Registry of Deeds and also an increase in the interest rate from 8% to 14%. This lien can only be removed when full payment, including interest and costs, is made.

Those interested in viewing the taxes assessed or amount owed on a property may use the Property Taxes link on the Town website, [www.brookfieldnh.org](http://www.brookfieldnh.org). This is a helpful resource used by many. My office hours are every 2<sup>nd</sup> and 4<sup>th</sup> Friday from 10:00 am to 2:00 pm, or by appointment. The Town office number is 522-3688 and my home number is 522-6551; feel free to use this number if I can help you in any way. My e-mail address is [tax.collector@brookfieldnh.org](mailto:tax.collector@brookfieldnh.org). Don't forget the Town does accept partial payments.

I wish everyone a happy and prosperous 2022!

Respectfully submitted,  
*Diana Peckham*  
Tax Collector





**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

**Debits**

Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2020	Year: 2019	Year: 2018
Property Taxes	3110		\$115,951.91		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185		\$76.05		
Excavation Tax	3187				
Other Taxes	3189				
Property Tax Credit Balance		(52,343.21)			
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2020	
Property Taxes	3110	\$2,256,299.00		
Resident Taxes	3180			
Land Use Change Taxes	3120	\$26,990.00		
Yield Taxes	3185	\$4,124.74		
Excavation Tax	3187	\$284.52		
Other Taxes	3189			

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2020	2019	2018
Property Taxes	3110	\$2,551.58			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Interest and Penalties on Delinquent Taxes	3190	\$468.69	\$3,404.60		
Interest and Penalties on Resident Taxes	3190				
<b>Total Debits</b>		<b>\$2,288,375.32</b>	<b>\$119,432.56</b>	<b>\$0.00</b>	<b>\$0.00</b>



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Credits		Prior Levies		
Remitted to Treasurer	Levy for Year of this Report	2020	2019	2018
Property Taxes	\$2,125,282.38	\$68,191.77		
Resident Taxes				
Land Use Change Taxes	\$21,490.00			
Yield Taxes	\$4,124.74	\$76.05		
Interest (Include Lien Conversion)	\$468.69	\$2,608.60		
Penalties		\$796.00		
Excavation Tax	\$284.52			
Other Taxes				
Conversion to Lien (Principal Only)		\$47,760.14		
Discounts Allowed				

Abatements Made	Levy for Year of this Report	2020	2019	2018
Property Taxes	\$371.58			
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Current Levy Deeded				





**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2020	2019	2018
Property Taxes	\$132,156.61			
Resident Taxes				
Land Use Change Taxes	\$5,500.00			
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$1,303.20)			
Other Tax or Charges Credit Balance				
<b>Total Credits</b>	<b>\$2,288,375.32</b>	<b>\$119,432.56</b>	<b>\$0.00</b>	<b>\$0.00</b>

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$136,353.41
Total Unredeemed Liens (Account #1110 - All Years)	\$62,697.28



**New Hampshire**  
Department of  
Revenue Administration

**MS-61**

**Lien Summary**

**Summary of Debits**

**Prior Levies (Please Specify Years)**

**Last Year's Levy**

Year:

2020

Year:

2019

Year:

2018

Unredeemed Liens Balance - Beginning of Year

Liens Executed During Fiscal Year

Interest & Costs Collected (After Lien Execution)

\$34,783.69

\$8,915.22

\$50,559.74

\$934.46

\$2,074.19

\$1,868.29

**Total Debits**

\$0.00

\$51,494.20

\$36,857.88

\$10,783.51

**Summary of Credits**

**Prior Levies**

**Last Year's Levy**

**2020**

**2019**

**2018**

Redemptions

Interest & Costs Collected (After Lien Execution) #3190

Abatements of Unredeemed Liens

Liens Deeded to Municipality

Unredeemed Liens Balance - End of Year #1110

\$12,914.23

\$11,314.29

\$5,810.11

\$934.46

\$2,074.19

\$1,868.29

\$1,522.74

\$37,645.51

\$23,469.40

\$1,582.37

**Total Credits**

\$0.00

\$51,494.20

\$36,857.88

\$10,783.51

**For DRA Use Only**

Total Uncollected Taxes (Account #1080 - All Years)

**\$136,353.41**

Total Unredeemed Liens (Account #1110 - All Years)

**\$62,697.28**

## **Timber and Gravel Monitor**

The Town received seven Intents to Cut and two Intents to Excavate during calendar year 2021, for the following properties:

<b>Owner</b>	<b>Location</b>
<i>Intents to Cut 2020 - 2021 Tax Year</i>	
Lois Munroe	Map 23 Lot 4
<i>Intent to Cut 2021 - 2022 Tax Year</i>	
Ambrose Logging	Map 43 Lot 1
Susan Lohse	Map 02 Lot 6
Lois Munroe	Map 23 Lot 4
John Silbernagel	Map 18 Lot 17
Ken Mauser	Map 03 Lot 14
Samuel Kapreilian	Map 15 Lot 13A
<i>Intents to Excavate 2021 - 2022 Tax Year</i>	
Thomas Smith	Map 11 Lot 1
Moose Mountain Properties	Map 30 Lot 3

The Town received excavation yield taxes totaling \$284.52 and timber taxes totaling \$4200.09 during 2021.

Respectfully submitted,  
*Board of Selectmen*

## **Town Clerk**

It was a challenging year for the Town Clerk, but I continued to provide services with few closings or disruptions to the community.

Deputy Town Clerk Jennifer McKown retired at the end of 2020 after seven years of dedicated service, and I began training new Deputy Karen Servacek. When I was unable to be in the office for a few months due to illness, Jennifer graciously returned to help cover office hours with Karen, while I continued to manage and support all other functions by phone.

I attended the New Hampshire Town Clerks Annual Conference for continuing education. Karen also attended the new clerk training at the conference, in addition to completing the many state-required trainings to perform the licensing and records duties of our office.

In the last quarter of 2021, the office initiated a project to audit and update the electronic dog licensing records. The work is expected to continue with a targeted completion of July 2022.

Many of our services are now available on-line at the town website, including motor vehicle registration renewals, dog licensing renewals, and dump permits. In addition, we also provide boat licensing, which is currently only available in our office during regular business hours.

**Revenue**

January 1, 2021 – December 31, 2021

Automobile Permits	\$178,982.83
Dog Licenses	845.50
Dog License Fines	41.50
Municipal Agent Fees	3,822.00
Blue Title Apps	364.00
Internet Log Fees	157.00
Land Fill Permits	360.00
Boat Registration Fees	74.68
Tax Cards	4.00
Vital Statistics – Births, Deaths, Marriages	165.00
Town History Books	295.00
2019 Medallion – Ornaments	45.00
<b>Total Income</b>	<b>\$185,156.51</b>

**Vital Statistics - 2021****Deaths**

<b>Name of Deceased</b>	<b>Date of Death</b>	<b>Father's Name</b>	<b>Mother's Name Prior to Marriage</b>	<b>Military</b>
Dunbar, John Charles	01/28/2021	Dunbar, Francis	Mallory, Lois	Yes
Moore, Geraldine L	07/21/2021	Towle, Grant	Giera, Helen	No
Fountain Sr, Ronald James	10/11/2021	Fountain, Robert	Crossman, Etta	Yes
Heinlein, Elizabeth Macphail	12/01/2021	Macphail, Albert	Calderwood, Constance	No
Patriquin, Phyllis Elizabeth	12/13/2021	Macarthur, William	Love, Elizabeth	No
English, Mary Ann	12/23/2021	Cappanelli, George	Caruso, Mary	No

**Births**

<b>Child's Name</b>	<b>Date of Birth</b>	<b>Father's Name</b>	<b>Mother's Name</b>
Walters, Rosemary Anne	04/09/2021	Walters, Christopher	Walters, Kristen

**Marriages**

<b>Person A Name &amp; Residence</b>	<b>Person B Name &amp; Residence</b>	<b>Place of Marriage</b>	<b>Date of Marriage</b>
Dexter, Hannah E Brookfield, NH	Keegan, Cole R Brookfield, NH	Rochester	06/05/2021
Cornell, Seth R Stratham, NH	Debow, Abigail E Brookfield, NH	Dover	06/12/2021
Parelius, Caleb A Center Barnstead, NH	Eldridge, Michaela J Brookfield, NH	Pittsfield	06/12/2021

I hereby certify that the births, deaths and marriages are correct to the best of my knowledge.

Respectfully submitted,

*Virginia McGinley*

Town Clerk

## **Treasurer**

2021 was unfortunately quite a bit like 2020 with COVID still affecting how we operated at the Town Offices and the rest of the world.

The Town was again offered grant money under the American Rescue Plan Act (ARPA). I applied for these funds and for 2021 we received \$ 36,013.23. The funds were used for storm water mitigation and a few legal fees connected with the internet contract with Atlantic Broadband. Next year (2022) we should receive an additional \$ 36,012.77. This gives the Town a total for both years of \$ 72,026.

The 2020 Census showed that our Town has grown! It's all those new houses you see appearing near you. My thanks to Dr. Marsh for help in getting us the official numbers. So it's official; Brookfield is over the threshold of 750 residents, so we are now required to have a full independent outside audit performed. This requirement becomes effective with the 2021 fiscal year. Thank you to all the Town residents who have handled our audits until this point. They put in many long hours making sure that our Town information is accurate and complete.

As directed by New Hampshire State RSA 80:61-64, the Town bought Property and Yield Taxes in the amount of \$50,559.74, to process the 2020 tax liens. This amount is not included in the following reports as either revenues or expenditures. Any portions of those liens that have been redeemed are reflected in the reports.

Once again, the Town did not need to borrow any money in anticipation of taxes. This continues to be a great saving to the Town in interest payments and to me and the Selectmen in the form of reduced paperwork. There is a line in the Operating Budget to include interest, should we need to borrow funds.

The reports in this booklet are summaries taken from the books of the Treasurer for the period of January 1, 2021, through December 31, 2021, and are complete to the best of my knowledge and belief.

2021 is my final year in this position. It has been my privilege to be the Treasurer for the past 13 years.

## Profit & Loss Statement Calendar Year 2021

### Income:

3110	Property Taxes	\$ 2,253,201
3120	Land Use Change Tax	26,990
3185	Yield Taxes	4,409
3190	Penalties & Interest	8,747
3220	Motor Vehicle Permit Fees	183,326
3230	Building Permits	15,442
3290	Other Licenses, Permits & Fees	1,487
3292	Planning & ZBA Fees	1,280
3351	Shared State Revenue	635
3352	Room & Meals Tax - State of NH	54,887
3353	Highway Block Grant - State of NH	32,526
3359	Other State Grant Reimbursement	36,013
3501	Sale of Municipal Property	572
3502	Interest on Investments	749
3508	Contributions and Donations	300
3509	Other Miscellaneous Income	600
3915	Transfer from Capital Reserve	37,180
3917	Transfer from Other Funds	487

### Total Income

**\$ 2,658,830**

### Expenses:

4130	Executive	33,754
4140-4149	Election, Registration & Vital Statistics	24,038
4150-4157	Financial Administration	48,162
4153	Legal Expenses	4,225
4170	Personnel Administration	8,486
4191-4192	Planning & Zoning Boards	3,220
4194	General Government Buildings	14,399
4195	Town Cemetery	7,763
4196	Insurance	2,767
4199	Archival	8,143
4210	Wakefield Fire/Police/Ambulance	367,775
4225	Forestry	274
4240	CEO/Building Inspection	6,032
4312	Highways & Streets	199,914
4323	Wakefield Solid Waste Disposal	75,852
4411	Health Agencies	1,500
4445	Welfare & Vendor Payments	3,600
4520	Parks & Recreation	4,216
4550	Library - Gafney Library - Wakefield	14,000
4583	Patriotic Purpose	-
4589	Heritage Commission	1,261
4901	Land Purchase	30,000
4900	Capital Outlay	42,780
4915	Transfer to Capital Reserve	85,000
4916	Transfer to Expendable Trust	6,500
4931	Taxes Paid to Carroll County	139,271
4933	Taxes Paid to School - GWRSD	1,494,227

### Total Expenses

**\$ 2,627,159**

### Net Income

**\$ 31,672**

## 2021 Vendor Payments

Alan George & Mary MacKillop	\$307.58	Morton Salt, Inc.	\$5,926.75
Alexandra George	13.50	Mountain View Title Abstracting	230.00
Amanda Peirce	250.00	Napa Auto Parts	273.98
American Security Alarm	360.00	NH Municipal Assoc., Inc.	1,082.00
ANCO Signs & Stamps, Inc.	33.00	NH - Dept. of Agriculture, Markets & Food	160.00
Avitar Associates of N.E. Inc.	3,349.13	NH - City & Town Clerks Assn.	223.00
Bartlett Tree Experts	270.00	NH Correctional Industries	1,984.80
Bill Paquette	450.00	NH - Criminal Records	75.00
Brad Williamson	105.00	NH - DMV Records	45.00
Brian Robischeau	38.44	NH - Dept. of State	58.00
CAI Technologies	800.00	NH - Govt Finance Officers Assn.	260.00
Carroll County Registrar	267.16	NH Preservation Alliance	50.00
Cassandra Rodil	125.20	Northeast Document Conservation	14,490.00
Cheryl A. Perry	488.00	Ossipee Aggregates	6,250.24
CivicPlus	1,653.75	Peter Lord Plaster & Paint, Inc.	34,180.00
CMP Home & Property Maintenance	2,092.50	Plodzik & Sanderson	1,357.00
Consolidated Communications	1,316.80	Polly Forcier	460.00
CoreLogic Tax Services	2,244.00	Porter Office Machines	5,804.77
Craig Evans	254.19	Positively Creative Solutions, LLC	190.00
Diana Peckham	412.37	Primex	4,384.00
Dame Electric, LLC	872.53	R.B. Wood & Associates, LLC	6,662.50
Donahue, Tucker & Ciandella, PLLC	2,288.50	Red Jacket Mountain View	390.00
Doug Vanderpool	96.00	Richard Zacher	137.26
Eastern Minerals, Inc.	4,987.51	Rose Zacher	91.80
Edward Nason	600.00	Salmon Press, LLC	2,610.00
Eleanor DeBow	575.00	SAU 101 Wakefield School District	250.00
Eversource	2,263.52	Seacoast Media Group	156.91
First Bankcard (MVSb)	639.74	Spectrum	959.76
Frank Frazier	103.30	Staples	1,337.18
Franklin Paint Company	234.78	Stephen R. Roy Monuments	3,100.00
Gafney Library, Inc.	14,000.00	Strafford Regional Planning Comm.	82.50
Gaylord Bros, Inc.	477.59	Superb Clearing	720.00
Granite VNA	1,500.00	Susan Raban	778.00
Gov. Wentworth School District	1,432,116.00	T.E.N. Construction, LLC	178,903.28
Hayden Robischeau	105.00	Timothy Straz	1,200.00
Heritage Commission Fund	500.00	Town & Country Reprographics	1,203.09
IDS	95.06	Town of Wakefield	443,627.00
Internal Revenue Service	21,549.92	Town of Wolfeboro	4,216.00
Interware Development Co.	356.00	Treasurer, Carroll County	139,271.00
Jeffery & Pam Dugas	269.00	Treasurer, State of NH	815.48
Joanne Dolbear	151.39	Tri-County Community Action	1,600.00
Karen E. Servacek	325.96	Trustees of the Trust Fund	91,500.00
Lance MacLean	3,230.00	U. S. Post Office	282.00
Longmeadow Supply	229.82	University Products	351.68
Marilou MacLean	334.87	Virginia A. McGinley	174.12
Marsha Hunter	30,000.00	Wakefield Food Pantry	2,000.00
Maryann Lynch	384.00	White Cap	4,209.50
Matthew Rodil	163.84	White Mtn Oil & Propane	2,429.10
MB Historic Décor, LLC	647.84	Wolfeboro Farmers Market	50.00
Mitchell Municipal Group	1,936.05		

### Payroll - 2021

Nicholas Angelo, III	\$6,000.00	Robert Nielsen	\$3,333.00
Laurie M. Champy	3,597.00	Diana Peckham	14,000.00
Catherine Collins	132.83	Susan Raban	287.93
Eleanor DeBow	1,200.00	Brian Robischeau	5,000.00
Joanne Dolbear	1,031.25	Cassandra Rodil	7,682.25
Craig Evans	3,435.00	Karen Servacek	4,753.13
Cheryl Giguere	531.25	Rick Surette	5,000.00
Marilou MacLean	12,500.04	Kristin Whitworth	301.75
Dr. William Marsh	108.50	Richard Zacher	5,000.00
Virginia McGinley	14,000.00	Rose Zacher	985.88
Jennifer McKown	916.00		
		<b>Total Payroll 2021</b>	<b>\$ 89,795.81</b>

### 2021 Cash Book Accounts

#### **Meredith Village Savings Bank – Checking Account**

Balance - January 1, 2021	\$ 220,819.97
Deposits	\$ 365,897.06
Transfer from NHPDIP	\$ 950,000.00
Transfer from Profile Bank	\$ 1,325,000.00
Returned Checks	\$ (244.00)
Bank Charges	\$ (48.00)
Paid by Selectmen's Orders	\$ (2,628,131.60)
<b>BALANCE - December 31, 2021</b>	<b>\$ 233,293.43</b>

#### **Conservation Commission Fund**

Balance - January 1, 2021	\$ 5,644.28
Interest Earned	\$ 0.57
<b>Balance, December 31, 2021</b>	<b>\$ 5,644.85</b>

#### **Heritage Fund**

Balance - January 1, 2021	\$ 7,052.92
Deposit - Per Warrant Article #5 - Town Meeting 3/20/21	\$ 500.00
Donations	\$ 1,104.76
Interest Earned	\$ 0.74
<b>Ending Balance, December 31, 2021</b>	<b>\$ 8,658.42</b>

#### **Profile Bank**

Balance - January 1, 2021	\$ 197,314.48
Deposits	\$ 2,305,998.46
Transfers to Meredith Village Savings Bank-Checking	\$ (1,825,000.00)
Transfer from Meredith Village Savings Bank-Checking	\$ 150,000.00
Interest Earned	\$ 724.44
<b>Ending Balance, December 31, 2021</b>	<b>\$ 829,037.38</b>



<b>New Hampshire Public Deposit Investment Pool</b>		
<b>Balance - January 1, 2021</b>	\$	667,739.70
Transfers from Profile Bank	\$	500,000.00
Transfers to MVSB-Checking Account	\$	(950,000.00)
Transfer to Profile Bank	\$	(150,000.00)
Interest Earned	\$	46.86
<b>Ending Balance, December 31, 2021</b>	<b>\$</b>	<b>67,786.56</b>
<b>Meredith Village Savings Bank - Heritage Checking Acct.</b>		
Beginning Balance, January 1, 2021	\$	3,161.21
<b>Ending Balance, December 31, 2021</b>	<b>\$</b>	<b>3,161.21</b>

Respectfully submitted,  
*Marilou MacLean*  
Town Treasurer

### **Trustees of the Trust Funds**

The Trustees of the Trust Funds are responsible for the investment of those funds of the Town that are going to be used in the future for various reasons. The Trustees maintain these funds in three groups. Each group has its own investment strategy, all of which are relatively conservative.

The Private Burial Ground funds (Cemetery) consist of those amounts that have been given to the Town by families to maintain 19 of the private family cemeteries in the Town. Only the income from these amounts may be used.

The Capital Reserve Funds consist of the money that is voted on at Town Meeting for certain specific purposes and may only be used for those purposes.

The Common Expendable Funds are funds that either come from the Town for some general purpose, or from the public for a Town-approved purpose

The Trustees currently hold \$549,288 in the three funds, which earned \$21,263 in 2021. Fees of \$2,478 were paid to our brokerage firm.

The Trustees also award the Brookfield Scholastic Achievement Award to the graduating high school senior with the highest four year grade point average. Congratulations to the 2021 winner, Makenzie Willett.

Respectfully submitted,  
*Tom Lavender, Chair*

**Cemetery Trust Funds as of December 31, 2021**

<b>DATE OF CREATION</b>	<b>NAME OF TRUST FUND</b>	<b>ORIGINAL AMOUNT</b>	<b>%</b>	<b>BALANCE BEGINNING YEAR</b>	<b>INCOME</b>	<b>EXPENDED</b>	<b>FEES</b>	<b>BALANCE YEAR END</b>
1926	Lang, R.A.	200	0.0054	245.36	10.53	0.00	2.42	253.47
1927	Dealand, Thomas F.	50	0.0079	361.62	13.92	0.00	3.56	371.98
1944	Robinson, Noah H.	100	0.0120	549.77	-48.69	50.00	5.41	445.67
1944	Podrasnik, Joseph N.	500	0.1614	7,366.00	111.19	50.00	72.55	7,354.64
1948	Palmer, Jasper T.	873	0.0267	1,219.84	156.77	75.00	12.01	1,289.60
1950	Garland, Mary	200	0.0127	579.14	25.16	0.00	5.70	598.60
1956	Allen, Samuel	300	0.0165	752.63	-6.81	75.00	7.41	663.40
1965	Churchill, Joseph	300	0.0480	2,192.38	82.43	50.00	21.59	2,203.21
1970	Wentworth, Walter	200	0.0108	494.60	19.62	25.00	4.87	484.35
1972	Hansen Trust	300	0.0155	707.90	72.91	0.00	6.97	773.83
1974	Franges, Justine C.	3000	0.5145	23,487.07	834.28	0.00	231.32	24,090.03
1977	Willey Fund	315	0.0258	1,176.86	-14.60	100.00	11.59	1,050.66
1982	Churchill, Thomas Lindsay	400	0.0128	583.90	19.89	0.00	5.75	598.04
1987	Cate, James (Chamberlain)	500	0.0272	1,242.05	121.90	0.00	12.23	1,351.72
1987	Cate, Myron (Cate)	500	0.0296	1,349.92	122.60	62.00	13.30	1,397.22
1993	Syer, Harriet (Brookfield)	200	0.0085	389.06	48.07	0.00	3.83	433.30
1995	Dailey, Louis B. (Blake)	1000	0.0403	1,840.18	239.68	0.00	18.12	2,061.73
2018	Churchill Children (BG#55)	500	0.0121	554.00	21.85	0.00	5.46	570.40
2018	Churchill Original Settler (BG#54)	500	0.0121	554.00	21.85	0.00	5.46	570.40
	<b>COMMON TRUST TOTALS</b>	<b>9,938.00</b>	<b>1.00</b>	<b>45,646.28</b>	<b>1,852.57</b>	<b>487.00</b>	<b>449.57</b>	<b>46,562.28</b>

**Capital Reserve Trust Funds as of December 31, 2021**

DATE OF CREATION	NAME OF TRUST	%	BEGINNING OF YEAR	NEW FUNDS ADDED	FUNDS WITHDRAWN1	INCOME2	FEES	BALANCE YEAR END
3/12/1991	Road & Bridge Repair	13.9%	46,759.20	75,000.00		2,350.46	(201.44)	123,908.21
3/12/1991	Moose Mountain CRF II	22.4%	75,377.21		(20,000.00)	3,530.72	(324.73)	58,583.20
3/12/1991	Parks & Rec Equip	2.0%	6,873.32	-	-	431.10	(29.61)	7,274.81
3/9/1991	Mutual Aid	3.5%	11,623.01	-	-	729.00	(50.07)	12,301.95
3/12/1991	Town Bldg. & Grd Maint.	11.3%	38,114.92	-	-	2,402.13	(164.20)	40,352.84
3/11/1997	Records Preservation	1.1%	3,598.30	-	(3,000.00)	112.36	(15.50)	695.16
3/11/2015	Town House Repair	17.9%	60,162.99	10,000.00	(34,180.00)	3,895.28	(259.19)	39,619.09
3/15/2015	Moose Mountain CRF (Bridge)	18.4%	61,975.01	20,000.00	-	5,526.39	(266.99)	87,234.40
3/15/2017	Town Garage and Storage	6.3%	21,173.87	-	-	1,381.19	(91.22)	22,463.84
3/12/2019	Cable and Internet	3.1%	10,376.78	-	-	691.67	(44.70)	11,023.75
	Adjustments							-
	<b>CAPITAL RESERVE TOTAL</b>	<b>100.0%</b>	<b>336,034.62</b>	<b>105,000.00</b>	<b>(57,180.00)</b>	<b>21,050.31</b>	<b>#####</b>	<b>403,457.26</b>
WITHDRAWN1 20,000 Adjustment moved from CRF II to Bridge Account								
INCOME2 Income Transferred from Common								

**Common Expendable Trust Funds as of December 31, 2021**

DATE OF CREATION	NAME OF TRUST FUND	%	BEGINNING BALANCE YEAR	NEW FUNDS1	FUNDS WITHDRAWN	INCOME2	EXPENSE	YEAR END BALANCE
3/1/1996	Scholastic Achievement Award	0.406	28,147.66	-	(1,500.00)	#####	(235.45)	24,061.54
3/12/2002	Property Re-Evaluation	0.158	11,877.34	12,000.00	-	#####	(91.69)	22,297.64
3/14/2006	Town Bldg Office Equip.	0.080	3,233.62	-	-	1,930.65	(46.65)	5,117.62
10/22/2012	Park Committee Fund	0.068	4,621.25	-	-	(145.60)	(39.24)	4,436.41
3/8/2016	Town Cemetery Maint. & Improvement	0.102	5,543.16	500.00	-	837.13	(59.24)	6,821.05
3/8/2016	Town Cemetery Private Donations	0.016	1,047.71	-	-	34.77)	(9.37)	1,003.57
3/15/2017	Forest Firefighting Equipment	0.170	11,040.11	-	-	(366.32)	(98.73)	10,575.06
	<b>COMMON TRUST TOTAL</b>	<b>1.00</b>	<b>65,510.85</b>	<b>12,500.00</b>	<b>1,500.00</b>	<b>#####</b>	<b>(580.36)</b>	<b>74,312.89</b>
FUNDS1 Includes \$6000 Omitted from Beginning 2020 Balance								
FUNDS2 Includes transfer of Income to Capital Reserve and reallocation of Income between Fund Accounts								

## **Wakefield Fire and Rescue Department**

The Wakefield Fire/Rescue Department operates with 7 full-time Firefighter/EMTs and 23 call members who work together to cover calls.

In 2021 the Department saw a slight decrease in calls. The Department also had the challenge of dealing with COVID-19 for a second year. We have had a few more positive cases within the Department which led to rescheduling and backfilling shifts, but at no time did we have a loss of coverage for emergency services for the townspeople of Wakefield or Brookfield.

The Wakefield Fire and Ambulance responded to a total of 1202 calls in 2021, a 5% decrease over 2020. EMS calls increased 6%, while fire calls decreased by 28%. EMS calls in 2021 were 792; Fire calls in 2021 were 410.

Medical Calls	692	Water/Ice Rescues	2
Motor Vehicle Accidents	110	Fire, Misc.	8
Public Assist	10	Alarm Activations	61
Building Fires	49	Chimney/Furnace Fires	4
Car Fires	4	Brush Fires	11
Illegal Fires	3	Mutual Aid	96
Service Calls	20	Spills, Leaks, Hazards	17
Good Intent	2	Lost Person	2
Power Lines	22	Misc. Calls	18
Carbon Monoxide	5	Smoke Investigation	29
Severe Weather	31	Lost Person or search	6

### **Areas of Town: Total Calls Fire/EMS:**

Sanbornville (Zone 1)	493	East Wakefield (Zone 2)	419
Union (Zone 3)	73	Brookfield (Zone 4)	121
Mutual Aid	96		

Wakefield is a member of the Ossipee Valley Mutual Aid Association, which covers most of the towns in southern Carroll County. We also have mutual aid relationships with our neighbors across the border in Maine and those in Strafford County. In 2021 Wakefield responded to 96 calls for fire or ambulance in other communities.

Listed below are the members of the Wakefield Fire Rescue Department. I thank them for their dedication and their families for the support and understanding for the long hours.

Rhodes Haskell, Deputy Chief	Janet Williamson, Paramedic
Ken Paul Jr, Captain, FF/EMR	Derek Chouinard, FF/Paramedic
Brad Beveridge, Captain FF/AEMT	Jarrod Wheeler, FF/Paramedic
Michael Moore, Lieut. FF/EMR	John Cunningham FF/Paramedic
Stephen McMullen FF/AEMT	Joseph Burkett, FF/AEMT
Sam Norford, FF/AEMT	Joe Brabant, FF/AEMT
Mike Okoniewski, FF/AEMT	Dalton Huestis, FF/AEMT
Dawson Libby, FF/AEMT	Jared Rowell, FF/AEMT
Frank Pevear, FF/AEMT	Jared Pearce, FF/AEM
Andrew Perkins, FF/AEMT	Courtney Trepanier, FF
Dave Silcocks, FF	Mike Walsh, FF

Aron Lavoie, FF  
Eric Boggs, FF  
Dave Cotreau, FF  
Steve Petsche, FF  
Hope Moore, EMT

Duane Marsh, FF/EMT  
Melissa Gutierrez, EMT  
Dawson Cotreau, FF/EMT  
Dan Moore, FF/EMT  
Caitlin Chouinard, FF

My thanks and gratitude to the Sanbornville Firemen's Association and the members of the Department who assist in raising money throughout the year. All funds that are raised go toward the purchase of new equipment. For the past 2 years we have not been able to hold our in-person fundraisers, such as our annual turkey raffle. Hopefully, in 2022 we can get back to normal.

The replacement plans for our ambulances are set up on a 5-year rotation schedule. This allows the Department to purchase one new ambulance every five years. This is due to the number of miles they accumulate over that time period. The fire apparatus we have on a 20-25-year rotating replacement plan. The Department took delivery of our new ambulance in late December 2021, which is due to be in service by the end of January 2022. The Department's new rescue vehicle has been ordered and is expected to be delivered June 2022.

The officers and members of the Wakefield Fire Rescue Department thank all the Town departments and the citizens of Wakefield and Brookfield. We appreciate and value your help and support throughout the year. Thank you all!

Check your smoke and CO detectors. Also check your heating systems and chimneys for any issues. Help us to help you in an emergency. Please make sure your house numbers are visible from the street. Please contact us with any questions or concerns. Stay safe and have a healthy 2022!

Respectfully submitted

*Todd C. Nason*, Chief

Wakefield Fire Rescue Department

### **Wakefield Police Department**

The year 2021 was a trying one for police departments all across New Hampshire. We faced challenges as well, but worked diligently to cover patrol shifts, fill vacancies and ensure that new hires were ready to begin their roles the Wakefield Police Department.

Comprehensive efforts by our Department have been highly effective in keeping our accident numbers down. This includes participation in Office of Highway Safety initiatives. Data from these details have led to the development and implementation of strategic patrols, which have resulted in getting impaired drivers off the road, thus saving lives. The Police Department continues to work closely with other law enforcement agencies to enhance the safety of the residents of Brookfield and Wakefield.

Our goal for 2022 is to continue working to further reduce the crime rate and enhance traffic safety.

The Department suffered some staffing shortages, but I am extremely proud of our supervisors and patrolmen for their flexibility and working together as a team to make sure we were always adequately staffed. In 2021 we welcomed Officer Garrett Anthony and Officer Adam Lawton to the Department. They both bring experience and knowledge with them that will benefit the Towns of Brookfield and Wakefield.

The Department continues to operate a Facebook page to share information with members of the public. It has also been an effective way for people to reach out to us with questions and concerns. Several upgrades were made to our website [www.wakefieldpd.com](http://www.wakefieldpd.com). This has been a great additional way for people to communicate with us and stay informed with what's going on with our Department.

### **Brookfield Reported Cases**

	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>
Fraud/Theft	4	7	7
Trespass/Vandalism	6	2	1
Domestic Violence	4	1	0
Suspicious Activity	7	20	8
Investigations	6	13	19
Medical Emergencies	31	63	92
Directed Patrols	3	35	85
Security Checks	102	103	64
Animal Control	19	21	18
Mental Health	2	5	0
Pistol Permits	11	13	2
Community Relations	57	35	24

### **Motor Vehicle Activity**

	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>
Accidents and Incidents	10	11	13
Total Stops	89	82	92
Speed Check	18	17	24

### **Regional Crimes and Investigations Three Year Trend**

	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>
Calls for Service	9242	10,777	10,738
Burglary	5	18	8
Criminal Trespass	25	26	16
Theft	44	44	69
Criminal Mischief	31	34	22
Arrests	207	215	182
Motor Vehicle Thefts	3	11	5
Domestic Violence Related Cases	20	31	7
Sexual Assault Related Cases	9	7	6
Motor Vehicle Activity	1422	1070	2094
Accidents	133	150	130
Animal Control Calls	367	360	366
Motor Vehicle Incidents	132	96	98

### **Regional Charges of Interest**

Assault	13	Involuntary Emergency Admission	9
Burglary	1	Liquor Law Violations	5
Theft	12	Drug Related Charges	14- Marijuana 27
Criminal Threatening/Intimidation	4	Domestic Violence Related	7
Criminal Mischief/Vandalism	7	Open Warrants	12
DWI	29		

Respectfully Submitted,  
*John Ventura, Esq.*  
Chief of Police

### **Wakefield Transfer Station**

2021 has been a challenging year here at the Transfer Station. We have continued to make changes. Most of you who I have spoken with seem to be very happy with what we have done. It has proven to make the flow through here much faster, and as more of you go through, it appears to be less confusing.

We continue to make changes with the recycling side of the operation, and it has paid off, bringing in over \$83,000 in revenue. Here are some numbers:

- 181.64 tons of cardboard
- 251.51 tons of metal
- 24 tons of aluminum
- 73.69 tons of plastic
- 15.84 tons of tires
- 70 tons of electronics, batteries, fluorescent bulbs, and televisions.

This is material not going into the landfills which are quickly filling up. GREAT JOB GUYS! We are certainly doing our part in getting green.

We have also been extremely busy with our household and bulky trash. We processed 1942.60 tons of household trash, 295.29 tons over last year, along with 986.93 tons of construction and bulky material, up from last year by 42 tons.

We purchased a new truck along with our own containers to haul to Waste Management, resulting in substantial savings. It has added to the workload but has proven beneficial.

The guys at the Transfer Station thank you for your support and patience as we have gone through this process. We wish all of you a very good 2022 and look forward to continuing to improve your Transfer Station in the coming year.

Respectfully submitted,  
*Joseph Gore*  
Transfer Station Manager

## **Zoning Board of Adjustment**

The ZBA conducted a total of three hearings during 2021.

The first hearing dealt with a water frontage and wetlands variance. The hearing was conducted after a site inspection. The Board and the property owner came to an amicable resolution allowing for proximity adjustments. The petition for variance was granted by the ZBA.

Nearing the end of 2021 there were two new applications. The ZBA conducted a hearing for a variance for a structure within the setback of 40 feet. The Board later deemed it appropriate to rehear the case due to governing issues that needed to be followed. The applicant opted to forego a new hearing and took another course of action to rectify the zoning issue.

Last was a hearing for variance due to a nonconforming lot wherein a building permit was being sought. There variance was related to lack of frontage on a Class V Road. During the hearing it was deemed that the proper application should have been for an exemption and it would be refiled and reheard. A new hearing will be conducted in early 2022.

There have been some changes in the membership of the ZBA, and we currently need a new member and a new Chair. Furthermore, the Board needs a new secretary to help conduct business. If you are interested in being a ZBA Board member or would like employment as the ZBA secretary please approach a Selectman.

Respectfully submitted,  
*Brian Robischeau*  
Selectman's Representative







Town Seal

Original Pen & Ink by Judy Brenner

Front Cover - Brookfield Town House

Original Pen & Ink by Lynn Kirby