



SELECTMEN'S MEETING MINUTES

July 09, 2019

ATTENDANCE: Selectman Brian Robischeau, Selectman Rick Surette (absent), Selectman Rich Zacher, Marilou MacLean, Laurie Champy, Ed Nason, Mark Stengel, Peter Donnelly, Stephen Berry, Bill Nelson, Ed Comeau, Craig Evans, Rose Zacher

- **Approval of Minutes:**

***MOTION:** Selectman Robischeau motioned to accept the minutes from June 25, 2019 as drafted. Selectman Zacher seconded, all in favor, motion carries.*

- **Public Comments:** Craig Evans asked the Board to consider not placing the black shutters back on the Town House building following the completion of the new exterior siding and painting as they are not of that time period. Selectman Zacher suggests tucking them away for now and allow time for feedback from the townspeople.

Bill Nelson expressed a visibility issue turning onto Rt 109. There was also a concern voiced over the limited visibility due to sign placement at the sharp corner of Rt 109 and Governor's Rd. Ed Nason stated he will contact the State regarding the signs.

- **Treasurer:** Marilou MacLean provided an updated financial report through the end of June. It is available also in the common office for the public.

She stated she will be working this week on completing owed forms to DRA. There are 3 forms that she will be supplying to the BOS for signature.

- **Tax Collector:** Rose Zacher reported that \$166,327.91 is the outstanding balance owed across all Tax Warrants; of that amount, \$95,089.47 is for the 2019 Warrant only.
- **Administrative Assistant:** Laurie Champy stated she had propane bid information. This would be discussed later in the meeting.
- **Planning Board:** Ed Comeau stated he and the BOS Chair would be inspecting the Gravel Pits in Town now that the Holiday is over.

He stated the PB voted on a new meeting day/time. They will now be meeting on Monday at 7pm. They are waiting for the Chair to set the date.

- **Conservation Commission:** Selectman Zacher stated the CC is working on arranging for the County Forester, Wendy Scribner, to speak and provide an overview of the forestry management plan provided by Forester Tim Nolin. They are hopeful to have her attend a meeting in early September.
- **Heritage:** Marilou MacLean thanked all those that attended the rededication of the Bell Tower. She said it was well attended with over 50 people present.

She reminded everyone of the upcoming Ice Cream Social, scheduled for July 13th at 3pm. Kids are welcome.

Marilou requested the purchase of 4 additional 4' x 8' tables. She found them online for \$95 each, free shipping.

MOTION: Selectman Zacher motioned to get 4 tables. Selectman Robischeau seconded, all in favor, motion carries.

Marilou read aloud a piece of Brookfield history about Frank Hutchins, who was honored on June 29th at the Bell Tower Dedication ceremony. She thanked Ed Comeau for taping the event and making it available on his website, governmentoversite.com. She also thanked everyone on the Heritage Commission for all of their work at making this event a reality.

Cemetery Trustees: Craig Evans requested the Board approve a deposit check for 50% of the total amount for ordering the Veterans Memorial monuments from Steve Roy of Rochester. Craig expects the figure required will be around \$2,500. He will provide a more specific figure in the near future. He stated they will also be seeking bids for the excavation work required for installing the monuments.

The Trustees will be meeting the end of July/beginning of August.

MOTION: Selectman Zacher motioned to authorize the Treasurer to draft a check for a 50% down payment for Mr. Roy for the monuments. Selectman Robischeau seconded, all in favor, motion carries.

- **Code Enforcement:** Ed Nason, on behalf of Nick Angelo, supplied an Intent to Excavate for Map 30 Lot 3.
- **Road Agent:** Ed Nason stated Cottle Hill & Eaton Roads have been graded and raked. He added gravel to Tumbledown Dick Road. Dust control measures began today and will continue tomorrow. Roadside mowing has also begun. He stated the paving company will begin grinding Pike Brook Road next week. Meanwhile, Ed will begin prep work on other areas. He expects the paving work to be completed by the end of August. Signatures are still required for the paving contractor.
- **Archivist:** Craig Evans stated he was notified Brookfield was disqualified for applying for the Moose Plate Grant for the Town Book restoration project due to having already supplied a 1/3 deposit. They encouraged applying again in the future.

- **Old Business:**

Attic shelving project.- no change.

Parking Lot work – no change.

Garage signs/extinguisher – no change.

Special exception, Gov's Rd – not present to report on.

Policy review – on hold for Selectman Surette's return.

Town House project update – Selectman Zacher reported the project was over budget by \$2k due to some rot and the re-nailing of existing sheathing. He stated that the painter will be adding \$200 to address caulking the windows and \$100 for sanding/painting the Town Office Building entry door.

Only one propane bid was received. Our current locked in price is \$1.56 gal.; the new rate offered for the 2019/2020 season is \$1.27 gal. This bid is from our current supplier, White Mountain Oil & Propane.

MOTION: Selectman Zacher motioned to accept the bid at \$1.27 gal. Selectman Robischeau seconded, all in favor, motion carries.

- **Mail/Bills:** Marilou MacLean read the bills aloud.

- ***MOTION: Selectman Robischeau made a motion to accept the bills as read on record by Marilou. Selectman Zacher seconded, all in favor, motion carries.***

Meeting adjourned at 7:02 pm.

The next regular Selectmen's meeting is scheduled for July 23, 2019 at 6:30pm, in the Town Office Building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant