



SELECTMEN'S MEETING MINUTES

October 06, 2020

ATTENDANCE: Selectman Brian Robischeau, Selectman Rick Surette, Selectman Rich Zacher, Marilou MacLean, Laurie Champy, Ed Comeau, Ed Nason, Tim Straz, Frank Frazier, Brad Williamson, Cassandra Rodil, Ryan Sokovich, Chris Kinville

- **Approval of Minutes:**

MOTION: *Selectman Surette motioned to accept the minutes from September 22, 2020 as written. Selectman Robischeau seconded, all in favor, motion carries.*

- **Public Comments:** Cassandra Rodil reported the culverts are failing on both sides of Lyford Road near her home and the water runoff is entering the basement. Selectman Zacher stated he was onsite while raining to view the area and others have viewed video footage. The Road Agent's project schedule was discussed. Culvert work is the next priority following completion of building up the edges of the newly paved roads with gravel.

Ryan Sokovich is not currently a resident of Brookfield, but states he would like to be. He questioned if the Town had or would consider having a volunteer road crew to assist with smaller projects. The Selectmen stated the Town maintains all Class V roads.

Mr. Sokovich is considering purchasing property on a Class VI road in Town. He stated he is not looking for an exception or financial contribution from the Town. He is seeking permission to improve a Class VI road and bring it to Class V standards. He would then turn the road over to the Town upon completion. The Selectmen stated that bringing a Class VI road up to standard does not mean the Town would vote to accept the road. The Town will NOT share cost; in doing so, the road by default would then become Class V.

Mr. Sokovich asked if there's criteria the Town would provide for road standards and acceptance. The Selectmen suggested he review the subdivision requirements, and if the subdivision plans are not applicable, then the State regulations apply. This information can be found under the Planning Board and/or from the State DOT.

Mr. Sokovich asked if there was any way of gauging the Town's interest in improving and accepting this road. The BOS stated he could present a Warrant Article for discussion and voting at Town Meeting provided he could meet the requirements for submitting a Citizen's Petition Warrant Article.

The private agreement between the Royle's and the Town was discussed. Cottle Hill Road is a Class V road to the Royle's property and becomes a Class VI beyond their driveway. The Town is obligated to maintain all Class V roads year-round. However, the agreement with the Royle's allows the Town not to maintain plowing in winter unless the Royle's notify the Town they intend to be at their property.

The Selectmen repeat to Mr. Sokovich that improving the road does not guarantee granting a building permit.

Tim Straz proposed the Selectmen consider appointing a few individuals to the now defunct Road Committee to act as a Sub-Committee to support the Selectmen. Tim states there are three people interested in serving on this Committee, Cassandra Rodil, Chris Kinville, and himself. The Selectmen agree they would appreciate the input from the Committee, and agree Selectman Robischeau will be the Selectmen's Representative. Tim suggests holding a meeting with the Road Agent to understand the expectations.

MOTION: Selectman Surette motioned to appoint the three above named persons. Selectman Zacher seconded, all in favor, motion carries.

Selectman Surette reiterates the Committee members are Cassandra Rodil, Chris Kinville, Tim Straz, Ed Nason, & Selectman Robischeau. The Selectmen suggest a Chair be appointed at a future meeting.

- **Forest Fire Warden:** Brad Williamson stated there is a Moderate fire warning and outdoor burning is technically permitted, however, due to the weather conditions, it is **not** recommended.
- **Planning Board:** Tim Straz stated their next meeting is scheduled for Monday, October 12, at 7pm.
- **Trustees of the Trust Funds:** Their next meeting is scheduled for this Thursday at 6:30pm.
- **Road Agent:** Ed Nason reported the paving in Town is complete. Next, they will be edging the pavement, followed by culvert work, and then working on winter preparations.
- **Rail Trail:** Frank Frazier reported the signs, as previously discussed, have been ordered. They are the typical Stop sign size.
- **Heritage Commission:** Marilou MacLean stated Harriet Wilson's term is expiring this year; she has agreed to another three-year term and has received the proper votes for said position. Marilou has offered to extend her term as Chairperson by one year. The Commission has reviewed and approved their budget. Marilou will provide a letter to the BOS stating the term changes.
- **Treasurer:** The MS-1 has been submitted.

Acting as Agents to Expend, the BOS will request the Trustees of the Trust Funds to remove approx. \$90k from the Road and Bridge Repair Trust to cover expenses from paving this year. Following this withdrawal, the remaining balance in the Fund will be approximately \$43k.

MOTION: Selectman Zacher motioned, as Agents to Expend, to pull out no more than \$90k to cover the paving costs this year. Selectman Surette seconded, all in favor, motion carries.

The balance of the Road & Bridge Repair Trust as of 12/31/2019 was \$127,007.23 + 90K approved at Town Meeting = \$217,007.23. The costs associated with paving Moose Mtn Rd & Clark Rd were \$70,981.20 & \$102,501.20, respectively, which when subtracted will leave a remaining balance of \$43,524.83.

- **Conservation Commission:** Frank Frazier stated their meeting this month has been cancelled. They anticipate meeting next in November.
- **Old Business:** Selectman Zacher asked Selectman Surette for an update on the Proposals for Moose Mountain Road Bridge and on the status of ordering the Advisory road signs as previously agreed upon. Selectman Surette stated the Proposal is almost ready and added that he is working on the sign list and will provide the info to the group when complete.

Selectman Robischeau stated he secured a power washing quote for the Town Office building for \$350. Their motion made at a previous meeting for this service only allowed for a \$300 expenditure.

MOTION: Selectman Surette motioned to increase the previous motion.

Selectman Zacher stated he has a commitment for completion of this task by 10/15 from Brad Williamson.

Selectman Surette withdrew his motion.

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

MOTION: Selectman Zacher motioned to accept the bills as read. Selectman Surette seconded, all in favor, motion carries.

Selectman Zacher motioned to enter non-public session under RSA 91A-3:II (a). Selectman Robischeau seconded.

Roll Call: Selectman Robischeau, yes. Selectman Zacher, yes. Selectman Surette, yes.

Non-public session entered at 7:03pm

MOTION: Selectman Zacher motioned to return to public session. Selectman Surette seconded.

Public session resumed at 7:15pm.

Roll Call: Selectman Surette, yes. Selectman Zacher, yes. Selectman Robischeau, yes.

MOTION: Selectman Robischeau motioned to seal the minutes for an indefinite amount of time. Selectman Surette seconded, all in favor, motion carries.

The Selectmen announced there is clerical assistance needed in the office. The position will be posted.

Meeting adjourned at 7:16pm.

The next regular Selectmen's meeting is scheduled for October 20, 2020, at 6:30pm, in the Town Office Building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant