



SELECTMEN'S MEETING MINUTES

Feb 23, 2016

ATTENDANCE: Selectman Brian Robischeau, Selectman Rich Zacher, Selectman Bill Nelson(tardy), Laurie Champy, Mariou MacLean, Rose Zacher, Ed Nason

- **Scheduled Speaker:** Members from NH Department of Transportation were present to speak of the scheduled bridge work to take place on Governor's Road beginning this spring. Mr. Tim Moody did the majority of the speaking on behalf of the DOT. He stated the start date for this project is April 04th, and that they are expecting the road to be closed until the end of July. The State does not feel the road is wide enough to support keeping one lane open, additionally, he stated a quicker, and better quality job will be done by closing the road. Upon completion, the new bridge will be approximately 28' wide, which is roughly 7' wider than the existing bridge. The majority of the change in width will be taking place on the upstream side, avoiding the newly placed telephone polls. He stated there will be signs on Rt 109 from both directions indicating "Local Traffic Only" and signs on Rt 16 indicating "Road Closed 2 ½ miles Ahead". He said they would be using retroreflective barrels as a barricade.
- **Approval of Minutes:**

***MOTION:** Selectman Nelson made a motion to accept meeting minutes as presented from 01/26//2016, Selectman Zacher seconded, all in favor, motion carries.*

***MOTION:** Selectman Nelson made a motion to accept meeting minutes as presented from 02/04/2016, Selectman Zacher seconded, all in favor, motion carries.*

***MOTION:** Selectman Nelson made a motion to accept meeting minutes as presented from 02/11/2016(public hearing on Warrant Article #5), Selectman Zacher seconded, all in favor, motion carries.*

***MOTION:** Selectman Nelson made a motion to accept meeting minutes as presented from 02/11/2016(brief BOS meeting following public hearing), Selectman Zacher seconded, all in favor, motion carries.*

Selectman Robischeau stated that he will draft minutes from the brief gathering at the intersection of Brice Drive and Palmer Drive held on Feb 04th. They will be presented for approval at the next BOS meeting.

- **Treasurer:** Marilou Maclean gave account balances. Marilou stated that she is working on the DRA portal, she expects to have the first budget form complete by Saturday for signature from the Selectmen. Upon being asked by Selectman Zacher about the ease of use of the process, Marilou expressed her frustration with DRA and stated she doesn't feel she's receiving the support she should. She has questioned and is awaiting explanation regarding advice she received pertaining to listing some Warrant Articles as non-monetary. Both Selectman Nelson and Selectman Robischeau offered to call and seek answers for her in the event she doesn't receive a satisfactory response to her inquiries. She has contacted and is waiting to hear back from Primex for a quote on Property and General Liability insurance.
- **Tax Collector:** Rose Zacher stated that the Town is owed approximately \$200,000 in interest, penalties and back taxes.
- **Administrative Assistant:** Laurie Champy stated that the Town Report is complete and is posted on the website.
Laurie stated that she received a follow up call from NH Rx card, during their conversation they spoke of the differences between this program and Medication Bridge, which is offered through Huggins Hospital. One of the largest differences between the two programs is the lack of the need to supply financial information for approval for the program. Laurie stated that she was assured there would be no financial burden to the Town for the use of this program. The Selectmen agreed to have a representative from the organization come to a Selectmen meeting to provide additional information and be available for questioning. Laurie will work on scheduling, April 12th was suggested as a possible date.
- **Planning Board:** Selectman Zacher stated a letter was received from the Planning Board requesting the Selectmen to appoint Ed Comeau and Dianne Smith (as an Alternate) as representatives of Brookfield to SRPC (Strafford Regional Planning Commission). The Selectmen asked Laurie Champy to draft a letter to SRPC indicating the appointments.

MOTION: Selectman Zacher made a motion to nominate Ed Comeau and Dianne Smith to serve as SRPC and TAC representatives for the Town of Brookfield, Selectman Nelson seconded, all in favor, motion carries.

- **Code Enforcement:** Ed Nason presented three Timber Tax Worksheets for signature from the Selectmen.
- **Road Agent:** Ed Nason stated that road postings may occur early this year due to the warmer than usual temperatures.
Ed stated that the cable under the Townhouse has been installed and is running off of an extension cord temporarily.
Ed has started tree limbing on Stoneham, Tibbets, and Garney Roads.
Ed provided an update from Holden Construction pertaining to the bridge on Moose Mtn Rd. He stated Holden lowered their engineering costs from approx. \$24,000 to \$14,000, but that figure does not include replacing the deck of the bridge or straightening it out, which Ed feels is very important. The \$14,000 figure does include the permitting to the State. Their response to his questioning the longevity of the replaced bridge is that it should last "many, many years". Ed will meet with Holden to satisfy his concerns and compile information into a legible way to present for bid.
Ed stated there is still a good supply of salt and sand.

- **Heritage Commission:** Marilou MacLean stated that Heritage will likely be meeting in March.
- **Cemetery Trustees:** Selectman Zacher stated that the Cemetery Trustees are working out ground rules for the new cemetery, and are drafting a document to post on the website.
- **Trustees of the Trust Funds:** Selectman Zacher stated they will be meeting this Saturday at 9am.
- **Supervisors of the Checklist:** Rose Zacher stated that they will be meeting this Saturday at 11am.
- **Zoning Board of Adjustment:** A motion as follows was made to appoint Ernie Brown to the ZBA.

***MOTION:** Selectman Nelson made a motion to appoint Ernie Brown to the ZBA, term to expire 2019, Selectman Zacher seconded, all in favor, motion carries.*

- **Old Business:** Selectman Zacher mentioned there was a change in one of the line items in the 2016 budget. The annual for budget for the Planning Board Secretary for 2015 was \$7,000. The Selectmen reduced this line item to \$5,000 for 2016, but after feedback from the Planning Board, they adjusted it back to \$7,000. Selectman Zacher spoke of his conversation with Dame Electric and the shared some details of their proposal for electrical work on the Townhouse. He said they expect with 2 men working, the job should be complete in less than 3 weeks, time and material not to exceed \$10,000. The proposal includes bringing the building up to current code, supplying more power in the kitchen, installing 4 new outlets in the ceiling and new outlets in the wall below each sconce. Selectman Zacher will pursue obtaining the specifics of this proposal in writing. Selectman Zacher stated that he spoke with two other local electricians, Jim Whittemore and Bob Sonricker, who were not interested in the job.
- **New Business:** The Selectmen decided who would speak to which Warrant Article at the Town meeting. Laurie will provide a list of this information to the Moderator. They also determined coverage times for election polling hours.

Meeting adjourned 7:54 pm.

The next regular Board of Selectmen meeting is scheduled for March 08, 2016 at 6:30pm, location to be determined.

Respectfully Submitted,

Laurie M. Champy
Administrative Assistant