



SELECTMEN'S MEETING MINUTES

December 29, 2020

ATTENDANCE: Selectman Brian Robischeau, Selectman Rick Surette, Selectman Rich Zacher, Laurie Champy, Marilou MacLean, Ed Comeau, Craig Evans, Kristin Whitworth, Brad Williamson

- **Scheduled Speakers:** Craig Evans and Kristin Whitworth had all remaining original condition town record books from the vault available for display. They provided a presentation and overview of their ages, contents, conditions and potential restoration needs. The next record book stated to make the most sense to restore has an estimated cost of \$8-9k. Craig stated the Town would not be eligible for a Moose Plate Grant for this restoration.

- **Approval of minutes:**

MOTION: *Selectman Surette motioned to approve the November 24, 2020 minutes as presented. Selectman Robischeau seconded, all in favor, motion carries.*

MOTION: *Selectman Robischeau motioned to accept the December 02, 2020 minutes as drafted. Selectman Surette seconded, all in favor, motion carries.*

MOTION: *Selectman Robischeau motioned to accept the December 08, 2020 minutes as drafted. Selectman Surette seconded, all in favor, motion carries.*

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

- **Treasurer:** Marilou MacLean presented updated budget numbers for review. She stated she received the spreadsheet from Wakefield and their provided figures are reflected in the updated budget numbers provided.

Marilou stated she completed and submitted the US Census Report and it has been accepted.

Marilou requested that all hourly employees submit their timesheets as early as possible in the beginning of January to aid with the year-end closing of books.

Marilou stated she has a meeting scheduled with the CPA on January 20 to finalize the year.

- **Heritage Commission:** The quilt commemorating the Town's 225th Anniversary that was created by Charles & Sandra Pace, Kristin Whitworth & Susan Raban is on display in the common meeting space of the Town Office Building. She thanked Bob and Karen Servacek for their assistance with hanging the quilt.
- **Old Business:** The Public Budget Hearing will be held on Tuesday, January 26, 2021, at 6:00pm, in the Town Office Building and will relocate to the Town House Building, if necessary, should the number of attendees exceed capacity. Laurie will provide proper notice of the Hearing in the newspaper.
- **New Business:** The Selectmen received notice of a barn in disrepair on Wentworth Road. The Selectmen agree to address this zoning violation with written notice. Selectman Zacher and Laurie will compose and issue a letter tomorrow utilizing verbiage from town zoning.

Logistics surrounding an appropriate location to hold Town Meeting was discussed. Selectman Zacher had a preliminary discussion with the School Superintendent about possibly using the Paul School gymnasium. The Superintendent requested written specifics from the Town to present to the School Board as they would need to approve the request. The preferred target meeting date is Saturday, March 20, at 2pm. Selectman Zacher and Laurie will draft a letter tomorrow for presentation to the School Board.

Carroll County Broadband Committee inquired to see if the Town of Brookfield would like to participate in a Request For Information (RFI) from Spectrum, Consolidated Communications & Atlantic Broadband in an effort to deploy internet throughout town.

MOTION: *Selectman Zacher motioned to go out for RFI from those three vendors for deployment of internet in the Town of Brookfield. Selectman Surette seconded, all in favor, motion carries.*

An email from a town resident was received indicating they were unhappy with conditions of one of the roads, claiming it wasn't plowed properly which resulted in some damage to her vehicle. The resident is asking the Town for reimbursement for damages she claimed was caused by the snow on the road. The Selectmen agree to deny reimbursement. Selectman Zacher will provide a letter of their decision.

A Citizen's Petition Warrant Article pertaining to Solar Exemption was read aloud by Selectman Surette. The original copy is to be supplied to Laurie for adding to the Warrant.

- **Planning Board:** Selectman Surette suggested adding compensation to the Planning Board Chair position in the amount of \$1,200 annually, to be paid \$100/month. This is an elected position so this would need to be voted on by the townspeople through a Warrant Article.

MOTION: *Selectman Surette motioned to put on the Warrant, compensation for Planning Board Chair in the amount of \$1,200/yr. Selectman Zacher seconded, all in favor, motion carries.*

- **Old Business:** Draft Warrant Articles were reviewed and discussed and a couple of action items resulted. Marilou will contact DRA to seek input on questionable necessity to repeat Warrant Articles approved last year and not acted on. A planning number is needed for stenciling and painting in the Town House Building. Craig Evans offered to inquire for this information from a source he has access to. The Selectmen reiterated they are not going out for proposal at this time, they are only seeking a planning number.

- **Mail/Bills:** Marilou MacLean read the bills on to the record. Of note, the GWRSD School Board reduced the amount owed. Marilou is rewriting the check accordingly.

MOTION: *Selectman Robischeau motioned to accept the bills as read on record. Selectman Surette seconded, all in favor, motion carries.*

- **New Business:** Repurposing the interior office windows previously removed was discussed. Brad Williamson will remove and donate them to Restore or a similar entity.
- **Tax Collector:** The Tax Collector will be closing out the books for the year with approximately \$250k in unpaid taxes. This is an unusually high figure when compared to other year end close of books that typically reflects \$150k in unpaid taxes.

Meeting adjourned at 7:37 pm.

The next regular Selectmen's meeting is scheduled for January 12, 2020, at 6:30pm, in the Town Office Building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant