



SELECTMEN'S MEETING MINUTES

February 23, 2021

ATTENDANCE: Selectman Brian Robischeau, Selectman Rick Surette, Selectman Rich Zacher, Laurie Champy, Marilou MacLean, Ed Comeau

- **Approval of Minutes:**

***MOTION:** Selectman Surette motioned to accept the February 09, 2021 minutes as presented. Selectman Robischeau seconded, motion carries. Selectman Zacher abstained.*

- **Treasurer:** Marilou MacLean reported the Proposed 2021 Operating Budget and Warrant Articles are posted on the website and the kiosk.

She reported receiving a request from the US Dept. of Commerce to complete a Census Bureau form.

She reported the MS-61, 60W & 636 forms are signed and needed for completion of the MS-535 which she will be finalizing with the accountant.

- **Road Agent:** Selectman Robischeau reported on behalf of the Road Agent that plowing and sanding efforts are continuing.

Within the next couple of weeks, the roads will be posted with the appropriate weight limit restriction signs.

- **Administrative Assistant:** Laurie Champy reported she is still unable to approve of an acceptable proof for the Annual Report from the printer. Today they requested one page containing pictures of the Town House be resent separately. Laurie reported Rose Zacher was currently working on separating out this page during the meeting so Laurie could send the file to the printer tonight. There was discussion on seeking an alternative printing company for future use.
- **Planning Board:** Selectman Surette stated the Board is scheduled to meet on March 8.
- **Zoning Board of Adjustment:** Frank Frazier will post the results of the recent site visit and Hearing in the newspaper and on the website. The site visit and Hearing were scheduled due to a setback exemption request.

- **Old Business:** Selectman Surette reported he met with the Road Agent and the construction team. He will be coordinating a meeting with the BOS, Road Agent and the construction team in order for a preliminary project plan to be presented and discussed.
- **New Business:** A letter was received from several residents on the Class V to Summer Camp portion of Tumbledown Dick Road. The letter details numerous areas requiring road maintenance including ditching, grading, culvert work, fallen trees, and plowing as required between April 11 and December 9 per RSA 231:79. The Selectmen will request the Road Agent to identify the scope of work and provide an estimate.

Selectman Robischoeu stated he and the Road Agent will drive all of the Town roads and produce a detailed mapping of specific landmarks requiring maintenance, including culverts.

Selectman Robischoeu discussed the completed Perambulation of the Brookfield/Middleton town line performed by Jennifer McKown. The Town paid her \$250 as agreed upon. Due to the unexpected amount of time invested and the quality of work produced, Selectman Robischoeu suggested paying her an additional \$250. Selectman Zacher stated for previous perambulation work performed they paid \$250. No decisions made.

- **Mail/Bills:** Marilou MacLean read the bills on to the record.

MOTION: *Selectman Robischoeu motioned to approve the bills as read on record. Selectman Zacher seconded, all in favor, motion carries.*

Selectman Surette will be coordinating a meeting between Cassandra Rodil and the Code Enforcement Officer. She was recently hired and will be assisting in his office.

Meeting adjourned at 6:50pm.

The next regular Selectmen's meeting is scheduled for March 9, 2021, at 6:30pm, in the Town Office Building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant