



## SELECTMEN'S MEETING MINUTES

August 10, 2021

**ATTENDANCE:** Selectman Brian Robischeau, Selectmen Rick Surette, Selectman Rich Zacher, Marilou MacLean, Joanne Dolbear, Mr. Hitthfield, Ed Comeau, Cassandra Rodil.

- **Approval of Minutes:** 7/13/2021, 7/24/2021 and Non-public 7/24/2021

***MOTION:*** Selectman Zacher motioned to accept 7/13/2021 minutes as written. Selectman Robischeau seconded, all in favor, motion carries.

***MOTION:*** Selectman Zacher motioned to accept 7/27/2021 minutes as written. Selectman Robischeau seconded, all in favor, motion carries.

***MOTION:*** Selectman Robischeau motioned to accept Non-public 7/24/2021 minutes as written and seal indefinitely. Selectman Zacher seconded, all in favor, motion carries.

- **Public Comment:** Homeowner (Mr. Hitthfield) of 11 Roberts Road report that in the past few days the town road agent was doing ditching on the roadside in front of his property. He alleges that while doing so, they came onto his lawn of about 2.5 ft and damaged the lawn and sprinkler heads. To the best of his knowledge, it will cost about \$500.00 to repair the damage. He is requesting compensation as he was not notified and if he had been, he would have marked the heads therefor avoiding the costly disruption. Selectman Robischeau asks that he be patient for a response of compensation till next meeting so that he and the other Selectmen can assess the circumstance and plan a reasonable compensation.
- **Treasurer:** Marilou MacLean; Requests a motion to enter into 91:A II(b).

***MOTION:*** Selectman Zacher motioned enter 91:A II(b), the hiring of a public employee. Selectman Robischeau seconded, all in favor, motion carries.

***ROLL CALL:*** Selectman Robischeau; Yes, Selectman Surette; Yes, Selectman Zacher; Yes.

**MOTION:** *Selectman Robischeau motioned to exit 91: A II(b), the hiring of a public employee. Selectman Surette seconded, all in favor, motion carries.*

**ROLL CALL:** *Selectman Robischeau; Yes, Selectman Surette; Yes, Selectman Zacher; Yes.*

**MOTION:** *Selectman Zacher motioned to have Selectman Robischeau Draft 91: A II(b) meeting minutes and seal indefinitely. Selectman Robischeau seconded, all in favor, motion carries.*

**MOTION:** *Selectman Zacher motioned to hire Joanne Dolbear as Deputy Treasurer. Selectman Robischeau seconded. All in favor, the motion passed.*

- **Heritage Commission:** Marilou MacLean; Provided a report of the July 2021 expenses. She announces that the 2022 Budget is starting and that she is currently applying for a grant with ARPA to cover the legal fees associated with the ABB Franchise Agreement process. The Government is starting to release the 2020 Census numbers and she has been in contact with Dr. Marsh for Brookfield numbers. Unfortunately, the Census numbers for Brookfield have not yet been released but will hopefully be available sooner than later despite their backlog. Sam.gov has offered a 180-day extension for filings as they too are backlogged, despite the deadline of March 2022, Marilou plans on filing as soon as she can. In addition, some adjustments are being made on form MS34 and will be ready to be signed at the next Selectman meeting. It will then be submitted along with MS1 by the September 2021 deadline. Next Heritage meeting will be on 8/18/2021. A donation of \$100.00 was received from the Kingswood Lake Association and Marilou asks that the Selectman accept the donation to the Heritage Commission.
- **Planning Board:** Selectman Surette; Informs that they went over the Special Event Application revisions, Master Plan revisions, Current Use Permit review and the Personal Wireless Service Facility Ordinance. The next meeting will be held next month.
- **Zoning Board:** Selectman Robischeau; Reports an application has been received for variance, and expletory letters have been pulled, soon to be finalized and mailed to abutters.
- **Road Agent:** Selectman Robischeau; Updates that road ditching on town roads have started. Due to the large amount of recent rain, there was a washout and blown out culvert on Pleasant Valley Road. The culvert was replaced, and the road was regraded. Also, the needed Cold Patch has been started on Pleasant Valley Road. On Moose Mountain Road the road lines and stop lines have been laid out and further work is set to take place once the material and equipment have been received.

- **Old Business:** The upcoming opening for a new Heath Officer will be posted on the website for any interested persons to apply too.

With the new Deputy Treasurer hired it is imperative to find an appropriate workspace for her to perform her duties. With some accommodations, she will be placed in the shared common office. Further set up for her will take place in upcoming week.

An acceptable quote for a new Town of Brookfield sign has been received, and it will be purchased and installed in the upcoming weeks!

- **New Business:** Some comments have been received on the bookshelf that holds the older RSA books and the Board /Committee Reports. In efforts to maximize space and improve the appearance, the outdated RSA books will be removed, a new shelf that fits the Board/Committee Binders will be installed along with matching binders.
- **Mail/Bills:** Marilou MacLean read on to record.

***MOTION: Selectman Robisneau motioned to accept and pay bills as read by Marilou. Selectman Surette seconded, all in favor, motion carries.***

Meeting adjourned at 7:26pm.

The next regular Selectmen's meeting is scheduled for August 24, 2021, at 6:30pm in the Town Office Building.

Respectfully submitted,

Cassandra Rodil  
Administrative Assistant