



SELECTMEN'S MEETING MINUTES

August 24, 2021

ATTENDANCE: Selectman Brian Robischeau, Selectman Rich Zacher, Selectman Rick Surette, Marilou MacLean, Ed Comeau, Cassandra Rodil.

- **Approval of Minutes:** Public Minutes 8/10/2021, Non-Public Minutes not yet available

MOTION: *Selectman Robischeau motioned to accept 8/10/2021 Public minutes as written and amend non-public minutes on 9/14/2021. Selectman Zacher seconded, all in favor, motion carries.*

- **Treasurer:** Marilou MacLean; Office space preparations are being made for the new Deputy Treasurer. A new laser printer will need to be ordered for the Deputy to do check printing and a second QuickBooks user license has been purchased for her use as well. It has been noted that the office printer is going to need to be replaced soon and we can expect to see the cost come out of the Office Trust Fund in next year budget. Marilou happily announces that Brookfield has been approved to receive a Grant through ARPA! 1st payment should be deposited within the next week, in the amount of \$36,013.33 and the next adjusted payment will arrive summer of 2022. The additional work that was needed on form MS434 has been completed and sent to DRA for review and any adjustments needed will be made. The MS1 report will be completed once the State of New Hampshire reports the utility pole values.
- **Heritage Commission:** Marilou MacLean; Last meeting was on 8/18/21. Mr. Servacek has been doing research at the library and has found old newspaper articles pertaining to Brookfield and the plan to continue to upload them to brookfieldnh.org, under the Heritage tab called "Echo's from the Past". Also, while doing some research on the War of 1812, Mr. Servacek discovered a 1812 War Veteran that is buried in Brookfield and he is not marked as a Veteran. Marilou has acquired a Veteran's Grave Marker and will have it placed on site. Lastly, a new large sized American Flag has been ordered for the interior of the old Town House and will be hung when the painting is completed.

- **Planning Board:** Ed Comeau; Next meeting will be on 9/13/21. They will continue the work needed on the Personal Wireless Service Facilities ordinance, Conditional Use Permits tiered with the Rec1 Zone and continued working on the Master Plan Document revision. Updates will be reported at next BOS meeting.
- **Zoning Board:** Selectman Robischeau; Planning Board members will soon be contacted to schedule a meeting to continue working on the active application process and letters to the abutters will be sent out. An announcement will be posted on the brookfieldnh.org website and shown in the newspaper. The current outstanding ZBA application will be processed in the next month.
- **Road Agent:** Selectman Robischeau; The main focus this summer has been on Storm Water Mitigation Measures which has included work on culverts, trenching, ditching, Rip-Rap and other applications to handle storm water run-off. Areas of concern have been on Clark Road, Garney Road, and roads to Summer Camps. Work on other areas of concern will continue to take place and high liming is planned to take place this fall.
- **Old Business:** Selectman Robischeau; Due to the return of rising numbers in Covid cases the Saturday Coffee's will be postponed. Further updates will be found on brookfieldnh.org website.
- **New Business:** The Town Office is seeking applicants for an Assistant, to the Deputy Assessor Clerk and Assessor. A posting will be put on brookfieldnh.org website. Interested applicants should contact the Selectmen via email through the website.
- SRPC has been in contact, and it is time to appoint a Representative to serve on the Metropolitan Planning Organization. Marshal Goldberg has expressed his willingness to act as Brookfield's Representative on the committee.

MOTION: Selectman Zacher motioned to appoint Marshal Goldberg to act as Brookfield Representative on SRPC MPO. Selectman Robischeau seconded, all in favor, motion carries.

- The Administrative Assistant will contact Brad Williamson to schedule a pressure wash on the front of the building as the yearly spiders and webs have returned.
- A quote for a new Brookfield Sign has been received, accepted and ordered! It should be installed by this fall. Also, it has been noted that some restorative attention is needed on the Stonham Corner Sign.

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

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

Meeting adjourned at 6:56 pm.

The next regular Selectmen's meeting is scheduled for September 14, 2021, at 6:30pm in the Town Office Building.

Respectfully submitted,

Cassandra Rodil
Administrative Assistant