



## SELECTMEN'S MEETING MINUTES

September 14, 2021

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

- **Approval of Minutes: 8/24/2021**

***MOTION:*** *Selectman Surette motioned to accept the 8/24/2021 minutes as written. Selectman Zacher seconded, all in favor, motion carries.*

- **Treasurer:** Marilou MacLean; Marilou informs that it is 2022 Budget planning time! The Administrative Assistant will be sending out an email to all Departments with a deadline date. The Deputy Treasurer has her office space all set up and training is underway and will continue.
- **Heritage Commission:** Marilou MacLean; A private Ceremony is going to be held to honor an 1812 War Veteran this upcoming weekend.

Heritage met and the Stencil colors were matched and at the next meeting they will finalize the wall colors and then move forward with getting quotes on the painting application. A Grant will then be written for the Stencil application. Window Update: Two of the Town House windows will be completed by the end of this year.

- **Cemetery Trustees:** Selectman Rich Zacher; With consideration of the upcoming budget year, the Trustees met and are developing a plan and receiving quotes to improve the appearance of the left side of Brookfield Cemetery, including a new gate and the relocation of the Memorial Benches from the Town Hall to the Memorial area at the cemetery.

- **Planning Board:** Selectman Rick Surette; Planning Board met on 9/13 and reviewed the Simple Sub-division Plan and Event Applications. They plan to continue to work on the Master Plan next meeting.
- **Road Agent:** Selectman Brian Robischeau; The tree work on the Class V camp roads has been done and the debris and stumps will be removed in the upcoming week. An inventory of road signage is in progress and any addition signage will be ordered and then all shall be installed accordingly. In efforts to get the high liming done in a time and cost conducive manor, it seems appropriate to get quotes from a tree liming service and move forward as soon as possible. The street sweeper will be rented in the coming weeks and the remaining needed ditching is currently being worked on. With the winter season around the corner, the first order of sand and salt has been ordered.
- **Old Business:** Selectman Brian Robischeau will be meeting with the new Health Officer Applicant and will be making an appointment recommendation at the next meeting.
- **New Business:** A Graveyard meeting will be held on 9/15/2021. They are looking for volunteers for maintenance and surveying. Interested people are encouraged to attend.

The current office printer/copier is experiencing issues. Due to its age and inability to obtain replacement parts it is time to replace it with an upgraded cost-effective machine. The Administrative Assistant will contact Porter Office Equipment for options and pricing.

The Wolfeboro Farmers Market has reached out and would like to rent the Town House on weekends to hold their Winter Farmers Market for the second season! Rental arrangements will be made with the Administrative Assistant. Time and dates will be announced and posted on the website.

Clarification on the T.E.N. Construction Rate Sheet is needed. The rate for a Tractor will be added and the term Large Truck will be added to the Tri-Axle for clarification and billing purposes.

***MOTION: Selectman Robischeau motioned to add term Large Truck terminology and Tractor rate to T.E.N. Construction Excel sheet. Selectman Surette seconded, all in favor, motion carries***

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

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

Meeting adjourned at 7:06 pm.

The next regular Selectmen's meeting is scheduled for September 28, 2021, at 6:30pm in the Town Office Building.

Respectfully submitted,

Cassandra Rodil