



## SELECTMEN'S MEETING MINUTES

October 12, 2021

**ATTENDANCE:** Selectman Brian Robischeau, Selectmen Rick Surette, Selectman Rich Zacher, Joanne Dolbear, Ed Nason, Craig Evans, Ed Comeau, Cassandra Rodil.

- **Approval of Minutes:** 9/28/2021 and Non-Public 9/28/2021

***MOTION: Selectman Surette motioned to accept 9/28/2021 minutes as written. Selectman Zacher seconded, all in favor, motion carries.***

- **Heritage Commission:** Marilou MacLean, absent. Selectman Robischeau; Bob and Karen Servacek would like to donate to the Heritage Commission, a "Lighted Curio Cabinet". The Cabinet would be placed in the Town Hall Offices, and it would hold Heritage Artifacts for display. The cabinet would need to have electricity for the light feature and would require an electrical outlet installation. DAME Electric has provided a quote of \$500 to install an outlet. After discussion, the Selectmen agree to accept the cabinet and have it placed in the Town Hall Office but agree to hold off on the expense of the electrical outlet installation for now.

***MOTION: Selectman Robischeau motioned to accept the gift of the cabinet, from the Servacek's and have it placed in the Town Hall Offices on behalf of the Heritage Commission. Selectman Surette seconded, all in favor, motion carries.***

Marilou corresponded that the Historical Window Contractor can not make it to do the work this year and will start next season. Marilou has asked Craig to coordinate a time to meet the contractor at the Old Town House to close the seized window for the winter. Marilou, Craig and other members will be conjoining and picking the final paint colors for the Old Town House. Brenda Watts will be consulted on the paint install. Then a specialist will be consulted for the stencil install.

- **Cemetery Trustee:** Craig Evans; The next meeting will be on 10/13 @ 10 am. They will be picking out the monument for the Town Cemetery Memorial Area that has a dedication for the other Branches not listed on the other monuments. With efforts from Selectman Zacher, Ed Nason and Son, Cory Pike and other Trustee members the loom was ordered, delivered at the cemetery for the spreading in the rehab of the soil, the granite memorial benches have been

moved and placed at the cemetery! In the spring additional Maple Trees will be ordered and planted. Craig received a price of \$1200.00 for a new Helen Churchill Memorial Plaque. The previous one placed in the garden at the intersection of Moose Mountain Road and Governors Road had been ruined in an accident involving a car on September 30, 2019. In compliance with the Statute of Limitations, it is suggested to make the confirmations necessary to file the claim immediately. Cassandra will pull the Accident Report and retrieve the necessary info to move forward with the claim.

- **Town Archivist:** Craig Evans; The Moose Plate Grant has partially covered the restoration of Town Record Book 8. It was picked up upon completion along with digitalized imaging. Town Record Book 4 will be dropped off and be restored as voted and approved but will not be finished till after the new year. It is suggested to pay in full at drop off and continue to move forward and plan budgetarily for the next book restoration in 2022. As Microfilming is becoming a thing of the past, Craig suggests that digitalizing documentation in PDF form would be a more up to date way to keep the filing system clean, compressed and secure for the future and that it should be considered to start in the new year with meeting minutes.
- **Planning Board:** Selectman Surette; Planning Board met on 10/11/2021. They had a Public Hearing and Approved both.
  1. To have Eversource do tree liming on the scenic roads of Moose Mountain, Stoneham, Garney and Lyford Road.
  2. To approve a Minor Sub-division on Tumbledown Dick Road.

In addition, the Planning Board reviewed Conditional Use Permit Applications for REC. Heard feedback on the Personal Wireless Facilities Ordinance revision. The Master Plan will be discussed further at the next meeting. Two gravel pits are being scheduled for inspection; more info will be available next meeting.

- **Zoning Board of Adjustment:** Selectman Robischeau; Two Adjustments are scheduled to be heard at a Public Hearing held on 10/14/2021 at 6pm. Details have been posted online and in the News Paper. ZBA Members will meet at 5pm to do Site Inspections on both. ZBA has had a vacancy since Richard Mouser stepped down and Ed Nason as offered to fill it. The appropriate paperwork will be filled out and he will be sworn in.

***MOTION: Selectman Zacher motioned to appoint Ed Nason as a new ZBA Member, filling Richard Mousers vacancy. Selectman Surette seconded, all in favor, motion carries.***

- **Road Agent:** Ed Nason; Stoneham Road grids have been delivered and are ready to be installed. Roadside ditching and sweeping on Class V roads to Summer Camps is still underway and almost complete. The preparations of a sand and salt delivery to the Town Shed are being made to prepare for the winter season. Selectman Surette and Ed Nason plan

to gather next week to go over road signage installation. The work on a blown-out culvert and patching have been completed on Pleasant Valley Road.

- **Old Business:** Selectmen Robischeau plans on contacting the prospective new Health Officer before the next BOS meeting.
- In a statewide effort to support the new Broadband infrastructure, a Communications District Committee is being formed. Brookfield is looking for Volunteers to form the committee and aid in the Bylaw creations. An Ad will be posted on the town website. Any interested Volunteers should email the Selectmen.
- Reminder that the 2022 Budget submissions deadline of 10/26/2021 is quickly approaching. Appropriate documentation should be submitted to the Administrative Assistant's email as soon as possible.
- A new vendor for the printed Town Report Books is needed. In the next couple of weeks BOS will be seeking more affordable options for the upcoming print.
- NHMA has contacted Brookfield Selectmen asking for feedback on the issues Brookfield would face if the proposed National Voting Legislation Notice is passed. If passed it would mean that Brookfield would have to open early voting 14 days prior to election. With that Brookfield would undoubtedly face Staffing and Budgetary Issues that could impact greatly impact the small town. The Selectmen agree that a letter to State Officials sharing the concerns is necessary. Selectman Zacher will draft a letter for review and submittance.
- New Business: Fish and Game has reached out to Ed Nason and would like to do some trail maintenance on Hanson Road. The work would include some branch trimming and hole filling allowing a safer passage for users. BOS ask that Fish and Game send an email clearly listing the proposed work to be performed, it will be reviewed and discussed once received.
- Greater Wakefield Resource Center in Union is asking for a \$1000 Donation to go towards the food services offered to the Greater Wakefield/Brookfield Area.
- Upon a recent successful Fire Inspection of the Churchill School House, it was suggested to perhaps install a Knox Box closer to the schoolhouse or move the existing one in case there was a suspected issue that would require immediate admittance to the historical building. Contact will be made with the Fire Chief to discuss options further.
- Wakefield has sent a notice that there will be a Public Hearing to inform the public of a new proposed cell tower to be installed on Map29 Lot 37. The meeting will be held in the Wakefield Town Offices on 10/21. A big balloon will be placed on site of the installation at 123-126 ft for the purpose of the tower height display.

- **Mail/Bills:** Joanne Dolbear read on to record.

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

Meeting adjourned at 7:42pm.

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