



SELECTMEN'S MEETING MINUTES

May 24, 2022

ATTENDANCE: , Selectman Rich Zacher, Selectman Brian Robischeau, Selectman Rick Surette, Diana Peckham, Joanne Dolbear, Karen Servacek, Marilou MacLean, Ed Comeau, Peter Donnelly, Marc Stengel.

- **Approval of Minutes:** Available next meeting
- **Public Comment 1:** Marc Stengel claims that he was informed by NHDES that the small leak found out back was not from the old Town Fire Truck but perhaps from the Road Agents equipment. In addition, Mr. Stengel asks if a digital copy of the “Right to Know” requests can be provided to him digitally rather than having to pay 50 cents for a paper copy? The Selectmen once again remind Mr. Stengel that NHDES has currently not finished the testing and the report on the samples taken from the small spill or leak and supporting documentation has yet been received by the BOS. One completed and received a clearer decision can be made as to who is responsible for the cost of cleanup. Selectman Surette also tells Mr. Stengel that the policy for receiving “Right to Know” information is to pay and pick up a paper copy and no digital copies will be provided.
- **Public Comment 2:** Peter Donnelly asks the BOS if the Road Agent position will be advertised and if the Road Committee will be assisting with choosing the right applicant? Selectman Surette assures that the job opening will be advertised on the Town Website and that the Road Committee will not be assisting with the hiring as a interviews and hiring will be done by the Selectmen.
- **Town Clerk:** Karen Servacek; The current numbers for the Dog Registrations are 219 K9's in Brookfield, 120 of them are registered and licensed, 99 are unregistered and licensed. Late notices will be going out with a 6/12/2022 deadline. Anyone who does not meet that deadline will be visited by the dog officer who will attempt to collect fees owed. For those who do not pay within 15 days after the visit will face court ordered penalty. Mrs. Servacek hopes that more people will be diligent next year when it comes to registering their K9 friends. Nh Town Clerk's and Tax Collectors Certification Program is 8/5/2022-8/10/2022 in Concord. She and the Deputy Tax Collector plan on attending together. The cost is \$260 per a person and is due 7/1/2022, she asks that the Selectmen approve the budgeted expense.

The NH State Primary is 9/13/2022 and is traditionally held from 8am-7pm. Updates and reminders will be available on the website as they become available.

MOTION: Selectman Zacher motioned to approve the expenditure for the Town Clerk and Deputy Tax Collector to attend the Certification Program. Selectman Surette seconded, all in favor, motion carries.

- **Tax Collector:** Diana Peckham; Asks the Selectmen to sign the Warrant for the collection of the 1st quarter of taxes due so that she can collect it.
The Selectmen will sign it at the end of the meeting.
- **Trustee of Trust Funds:** Selectman Robischeau; TTF met last month and elected a new Chairman, Ed Ingles. They are finishing up the last of the State Forms and expect to be finished and have them submitted in the next week.
- **Conservation Commission:** Selectman Robischeau; Conservation met on 6/8/2022. There was a preliminary discussion and not decisions were made.
- **Heritage Commission:** Marilou MacLean; Heritage met last week, and they would like to submit to the BOS their nominations as followed for approval; Susan Raban for a 3 yr. term expiring in 2025, Marilou MacLean for a 3 yr. term expiring in 2025, Marilou MacLean for a 1 yr. term as Chair expiring in 2023.

MOTION: Selectman Surette motioned to approve nominations. Selectman Robischeau seconded, all in favor, motion carries.

- **JLMC:** Selectman Zacher; Administrative Assistant has received quotes for rekeying the buildings as a safety measure and the lowest quote was for \$325 from Steve's Lock Shop.

MOTION: Selectman Surette motioned to approve Steve's Lock Shop for the re-keying. Selectman Robischeau seconded, all in favor, motion carries.

- **Old Business:**
 - The Road Agent job opening will be advertised on the Town website starting tomorrow. Interested parties can email their qualification to the Selectmen. Applications will be accepted till 6/15/2022. Individuals will be interviewed and hired by the Selectmen.
 - The Treasurer needs her own phonenumber and voicemail as it is now an in-house office position. However it will require the services of the Phone IT company to install. The Selectmen agree that it is necessary and will have the Administrative Assistant make the arrangements for install.

- **New Business:**

- The Selectmen would like to say Thank You to Frank Frasier and Steve Berry for putting out the Memorial Flags for Veterans in the Cemeteries.
- Selectman Zacher asks the other Board members what they think about changing the class of Cottle Hill road from Class V to Class VI as it is barely used and the RSA states that if a Class V Road is unmaintained for five or more years that it can be changed to Class VI. After discussion they decide to not make any changes at this time.

- **Correspondences:**

- David Newman and Christina Brudevold have sent in a generous donation of \$500 for the purchase of two Maple Trees for the Town Cemetery. Thank You David and Christina!
- SRPC is seeking \$1000 for the yearly dues. Normally, Brookfield does not pay the dues, the BOS agree that they will continue to not pay the dues as it is unnecessary.
- NHDES has received a Shoreland Application for Map26-Lot16. It is being reviewed and once it has been approved or denied they will notify the BOS.
- Veterans Exemption for Map29-Lot8 has been received and signed.

- **Warrants:**

- Map29-Lot7B - LUCT
- Map29-Lot7B1- LUCT

MOTION: Selectman Zacher motioned to authorize the Tax Collector to collect the Taxes owed for Map29-Lot7B and Map29-Lot7B1. Selectman Robischeau seconded, all in favor, motion carries.

- Town Property Tax Warrant has been received from the State of NH ordering the collection of Taxes in the amount of \$1,149,036.00

MOTION: Selectman Zacher motioned to authorize the Tax Collector to collect the Taxes owed as requested by the State of NH. Selectman Surette seconded, all in favor, motion carries.

- **Bills / Mail:** Joanne Dolbear read bills into record.

MOTION: Selectman Robischeau motioned to approve and pay bills read into record by Joanne, with the modification to put a hold on payment to NHDES. Selectman Surette seconded, all in favor, motion carries.

Meeting adjourned at 7:04pm.

The next regular Selectmen's meeting is scheduled for June 14, 2022 at 6:30 PM in the Town Office Building.

Respectfully submitted,

Cassandra Rodil
Administrative Assistant