



SELECTMEN'S MEETING MINUTES

July 12, 2022

ATTENDANCE: , Selectman Rick Surette, Selectman Rich Zacher, Selectman Brian Robischeau, Joanne Dolbear, Karen Servacek, Ed Nason, Ed Comeau, Mark Stengel, Peter Donnelly.

- **Approval of Minutes:** 6/28/2022 Meeting Minutes

MOTION: Selectman Zacher motioned to accept 6/28/2022 public minutes as written. Selectman Robischeau seconded, all in favor, motion carries.

- **Public Comment 1:** Mark Stengel; Mr. Stengel asks the BOS for an update on the speed limit sign for Bryce Drive.?
Selectman Surette asks attending Road Agent Ed Mason if he has received the ordered of road signs yet?
Road agent: Ed Nason says he has just received one of the very delayed orders of signs and plans on checking the inventory. But believes that the speed limit sign has come in. He will confirm with Selectman Surette.
Selectman Surette will provide further details when available.
- **Continued Public Comment 1:** Mark Stengel: Asks the BOS if they have received any further information or updates on the Clark Rd. Utility Pole?
Selectman Robischeau states that no updated information or responses has been received from the utility company at this time.
Mr. Stengel offers to provide some information he thinks may aid in retrieving some information needed. After discussion, Selectman Robischeau and Mr. Stengel agree to exchange, via email some information to hopefully help further the information process and plan a removal of the pole.
- **Town Clerk:** Karen Servacek; The DMV will be in the office on 7/18/2022 to do a standard in person Audit. Due to Covid-19 they have been only able to do virtual Audits. Mrs. Servacek has no concerns and looks forward to welcoming them in person!

- **Treasurer:** Joanne Dolbear; The Alcohol and Drug Policy has been drawn up with the recommended amendments. It is ready to be approved and signed.
A check from Primex for \$870.21 for a “Premium Holiday Refund” as being part of the Investment Pool, which is now earning 1.4% interest.
The MS-9 and MS-10 have been submitted to DRA, By TTF, which will complete the yearly submissions!

MOTION: Selectman Surette motioned to accept the Alcohol and Drug Policy as written. Robischeau seconded, all in favor, motion carries.

- **Cemetery Trustees:** Selectman Surette; Met on 5/25/2022 and appointed Pam Skeffington as the Alternate. They ask BOS to approve. They meet next on 7/15/2022 at 10am.
- **Trustee of the Trust Fund:** Selectman Robischeau; A meeting was held via-zoom with Banking Investors. TTF verified that the MS-9 and MS-10 have been submitted and are waiting for DRA approval. Also, went over the current and possible upcoming appointees.
- **Road Agent:** Ed Nason; Has nothing new to report.
Selectman Surette; Adds that the interviews for the New Road Agent have taken place and a candidate has been chosen. Further information is unavailable till official appointments has been made and finalized.
- **Emergency Management:** Selectman Surette; After a proposal and discussion with FEMA, the BOS or board members/ reps of Wakefield and Brookfield, it seems to be beneficial for Brookfield to be included in a Multi-Jurisdictional Emergency Management Plan with Town of Wakefield.
- **Conservation Commission:** Selectman Robischeau; Recently met and organized their Chairman and Members. Information on the Forestry Plan was provided to the BOS. No action has been taken at this time.
Chairman Mr. Frasier has been in touch with the Town Clerk on Permit Application process and information sharing.
- **Health Officer:** Dr. Christopher Proulx has his updated information uploaded to the website should anyone need his services.
- **JLMC:** Selectmen Surette; JLMC meets on 7/13/2022.
- **Communications Committee:** Selectman Zacher; A letter has been received from New England Co-op asking us to respond with a letter of support. Supporting them in the efforts to bring Fiber-Optic Cable options to Brookfield residents at no cost.

MOTION: Selectman Surette motioned to support NE Co-Op with a signed letter on Brookfield letterhead for Fiber Optic expansion to the area. Selectman Zacher seconded, all in favor, motion carries.

- **Timber Monitor:** Selectman Surette
 - Intent to Excavate: On Moose Mountain Rd.

MOTION: Selectman Zacher motioned to approve Intent to Excavate for lot on Moose Mountain Rd. Selectman Surette seconded, all in favor, motion carries.

- **Old Business:**
 - Joanne Dolbear; The new sandwich board has arrived!
- **Bills / Mail:** Joanne Dolbear read bills into record.

MOTION: Selectman Surette motioned to approve and pay bills read into record by Joanne, Selectman Zacher seconded, all in favor, motion carries.

Meeting adjourned at 6:55 pm.

The next regular Selectmen's meeting is scheduled for July 26, 2022, at 6:30 PM in the Town Office Building.

Respectfully submitted,

Cassandra Rodil
Administrative Assistant