



SELECTMEN'S MEETING MINUTES

December 20, 2022

ATTENDANCE: Selectman Rick Surette, Selectman Rich Zacher, Selectman Brian Robischeau, Joanne Dolbear, Karen Servacek, Chris Kinville, Ed Comeau.

- **Approval of Minutes:** BOS Meeting Minutes 12/6/2022, CCCD Public Hearing Minutes 12/6/22.

MOTION: Selectman Surette motions to accept the 12/6/2022 BOS minutes as drafted. Selectman Robischeau seconded. All in favor, motion carries.

MOTION: Selectman Surette motions to accept the 12/6/2022 CCCD Public Hearing minutes as drafted. Selectman Robischeau seconded. All in favor, motion carries.

- **Town Clerk:** Karen Servacek; Announcements- The Town Clerks office will be closed on 12/26/22 & 1/2/2023 in observation of the State Holiday. The office will be open for extra hours on 12/27/2022 & 1/3/2023 to compensate. Dog Licensing will start early January 2023 this year. She wants to thank everyone for the support of new equipment upgrades. She has a seamless experience with her computer switch over. In addition she points out that there is still a need for a all-in-one printer for her office so that she doesn't have to step away from customers. There seems to be more requests for copies from the customers during transactions. She is working on the final integrations of Vehicle Registrations into Clerk Works for a more efficient tracking.
- **Road Agent:** Chris Kinville; The recent snowstorm had the plow trucks out in full force! There was a lot of debris that came down with the heavy snow fall and they are working to get it cleaned up. Chris would like to remind residents not to plow, blow or shovel snow into the roads and try to keep your mailboxes cleared! Selectmen also want to caution that if there is an issue with anyone doing such it could result in a letter of action from the BOS.
- **Treasurer:** Joanne Dolbear; IT was in to install the new hardware and equipment last week! There a few new things to get use to with Windows 11! During the storm there were also power outages and it became apparent that the old server back up and battery would not

support the upgraded system during outages. Cybertron highly recommends replacing it immediately and has sent Cassandra the specs for immediate order. An extra payroll check for the month of December will be issued to employees to clear the books for 2022. Joanne plans on starting with clean books and the new financial software for January 2023. Joanne also explains to the BOS that she feels that she is ready to look for a Deputy Treasurer who can fill in minimally in an absence, she has prepared an ad for posting and would like the Bos to review it before posting on the website. Wakefield has submitted their 2023 Budget and the DOT has sent a letter explaining that there are funds in the Bridge Aid Block Grant SB401 for all NH towns, 2022's disbursement of \$15,198.00 is expected to be received and deferred.

- **Selectman Surette:** The Christmas Breakfast and Cane ceremony on 12/10/2022 had a huge turnout and was a wonderful event. He thanks everyone for their efforts to make it another wonderful event in Town History!
- **Carry In:**
 - The Christmas Breakfast brought in a good amount of donations. \$180 is breakfast basket and \$70 from ornament sales!
 - Recreational use at Abenaki Ski and Pop Whalen has had an active year of users from Brookfield. They have plenty of things ongoing to enjoy daily and things coming up that residents can be part of! Leah Gage plans on adding this information to the newsletters and the new newsletter link that has been created on our webpage.
 - With the rising cost of living, especially with electric costs, it is feared that we may see an uptick in assistance sought.
- **Bills / Mail:** Joanne Dolbear read bill into record.

MOTION: Selectman Zacher motions to accept and pay bills as read on record by Joanne. Selectman Robischeau seconded. All in favor, motion carries.

Meeting adjourned at 7:32am.

The next regular Selectmen's meeting is scheduled for January 2, 2023 at 11:00 AM in the Town Office Building.

Respectfully submitted,

Cassandra Rodil
Administrative Assistant