



**Town Of Brookfield
Board of Selectmen
October 3rd, 2023**

ATTENDANCE: Brian Robischeau, Selectman; Ed Gauthier, Selectman; Joanne Dolbear, Treasurer; Chris Kinville, Road Agent; Karen Servacek, Town Clerk; and Abby Root, Secretary

Also Present: Leah Gage, Jan Ledbetter, and Ed Comeau.

- **Call to Order:** Brian Robishceau called the meeting to order at 5:58 PM
- **Pledge of Allegiance**
- **Public Comment:** Karen Servacek asked permission to have another six-week yoga session. The selectmen agreed and will have it put on the calendar.
- Leah Gage is going to aim for the next edition of the newsletter by November
- **Approval of Minutes:** Ed Gauthier made a motion to approve the minutes of September 19th, seconded by Brian Robischeau. The motion passed unanimously
- Joanne Dolbear has completed her accounting class with the New Hampshire Government Finance Official and has received her certificate. She discussed how her filing cabinet is broken. It was decided to clear one out or order a new one. All the budgets are coming in from the committees and will be worked on next week. Credit card processing online has now started and the bugs will be worked out.
- Chris Kinville would like a reminder put out to not push all the snow across the road when plowing driveways, as it causes difficulty in plowing.
- Thursday, October 5th, there will be a ZBA meeting to hopefully appoint a chair, discuss how the hearing went, and change how often the ZBA meets.
- RSA Right to Know will become more important to the community. The attorney for Brookfield has offered to provide training on Right to Know, which Mr. Gauthier would like to include it in the budget.

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- Jan Ledbetter discussed getting a critical needs assessment done for the town to see where the priorities are.
- The painting is scheduled to start in November.
- There is an intent to cut on Garney Road (Map 5, Lot 5) to be signed.
- Two policies were sent to the selectmen to approve. One is the Archive Use Policy to formalize the process to use for the archive. The other one is Access to the Town Vault and restricting that access to it. There will be a work meeting for the departments to look at RSA 33-A. Brookfield was accepted to do weekly mailing of the DMV documents as opposed to daily. Some dogs have not been registered and that needs to be done as soon as possible
- **Ed Gauthier made a motion to authorize Rose Zacher or Dianna Peckham to get a secure cabinet for records and not exceed \$200, seconded by Brian Robisneau. The motion passed unanimously.**
- **Approval of bills:** Joanne Dolbear presented the bills in two manifests one totaling \$93,826.66 and the second totaling \$122,093.68.
- **Ed Gauthier made a motion to accept the bills as read, seconded by Brian Robisneau. The motion passed unanimously.**
- **Adjournment:** Brian Robisneau adjourned the meeting at 6:35 PM

Respectfully Submitted,

Abigail Root