



**Town of Brookfield  
Board of Selectmen Meeting  
November 21<sup>st</sup>, 2023**

**ATTENDANCE:** Rich Zacher, Chairman; Ed Gauthier, Selectman; Joanne Dolbear, Treasurer; Chris Kinville, Road Agent; Craig Evans, Archivist; and Abby Root, Secretary.

**Also Present:** Ed Comeau, Jan Ledbetter,

- **Call to Order:** Rich Zacher called the meeting to order at 6:00 PM.
- **Pledge of Allegiance**
- **Approval of Minutes:** Ed Gauthier made a motion to approve the minutes from November 7th, 2023, seconded by Rich Zacher. The motion passed.
- **Public Comment:** No public comment
- The Heritage Committee met and discussed the progress of the town house painting and the Christmas breakfast. Jan Ledbetter added that there was a nomination for someone to be treasurer as well as going through the goals in the future years.
- Planning board met and the subdivision presented at the meeting was approved reviewed proposed warrant articles for zoning changes, which will be sent to the lawyer for her review.
- Chris Kinville said the gravel on Pleasant Valley Road is done. There is also \$9000 that has to be used, and there will be more funding in December. Mr. Kinville suggested it be used on Walker Road. The tax rate is the same whether the town defers it or uses it next year. There is an issue on Tumble Down Dick Road. Whenever it rains, it floods significantly over the road. There will be plans to fix that next year.
- There are two intents to cut on Tumble Down Dick Road on Map 28 (Lot 10) and another on Cottle Hill Road on Map 20 (Lot 5).
- **Rich Zacher made a motion to approve the intents to cut as presented, seconded by Ed Gauthier. The motion passed.**

- Craig Evans discussed the town books restoration. The estimation from Northeast Document Conservation Center (NEDCC) Book #5 would cost \$4,700.00 and Book #6 would cost \$2,920.00. The digitalization is a separate cost. For both to be digitalized, it would cost \$2,950.00, making the total process \$10,570.00. The cost of one book would be \$6300 (Book 5) and/or \$4520.00. It was decided to put the amount in the proposed budget to be voted on. He stated he would also take the map down, get an estimate on it, and write a grant for the Moose Plate grant. He added that the paper shredding event was successful and forty-two full boxes were shredded.
- An abatement request was presented. The books need to be cleaned up and the lots owe the town money. One is down on Tumble Down Dick Road on Map 20 (Lot 2), and the other is Map 14 (Lot 8).
- **Rich Zacher made a motion to accept the abatement requests one totaling \$88.00 and the other \$452.00, seconded by Ed Gauthier. The motion passed.**
- Rich Zacher stated that the town received a letter from state saying the municipal data with respect to assessments is acceptable.
- A renewal of a contract for website support with Civics Plus totaling \$2,346.75 for 2024.
- Joanne Dolbear stated the tax collector had some people who sold their property in the summer and, once the tax bills came out, what they had planned on at the closing was more than what the tax bills were, so refunds on four properties had to be issued.
- Joanne Dolbear presented the bills totaling \$178,182.92.
- **Ed Gauthier made a motion to accept the bills as presented, seconded by Rich Zacher. The motion passed.**
- There was a budget work session and the budget will be put on the website so people can give input
- **Adjournment:** The meeting was adjourned at 7:02 PM.

Respectfully submitted,

Abigail Root  
Secretary