



## SELECTMEN'S MEETING MINUTES

May 10, 2016

*Meeting called to order at 6:30pm.*

**ATTENDANCE:** Selectman Brian Robischeau, Selectman Rich Zacher, Selectman Bill Nelson, Marilou MacLean, Rose Zacher, Dianne Smith, Ed Comeau, Ed Nason

- **Approval of Minutes:**

***MOTION:** Selectman Robischeau made a motion to accept meeting minutes from April 26, 2016 as presented, Selectman Nelson seconded, all in favor, motion carries.*

- **Treasurer:** Marilou MacLean gave account balances. Marilou stated that she will contact the Town of Wakefield as she still has not received our 6 month invoice for town services from Wakefield. She presented the paperwork from the Tax Anticipation Note, through Meredith Savings Bank, for signature from the Selectmen. Marilou recently attended a Labor Law seminar where it was discussed that it is a requirement to pay employees on a weekly basis unless you have an exemption from the State. Upon calling the State, Marilou learned the Town does not currently have an exemption. She will be filing the necessary paperwork to complete this process after the specific details pertaining to the issue date of employee checks has been decided on by the Selectmen. Marilou presented to the Selectmen the new insurance policy from Primex for review and signature.
- **Tax Collector:** Rose Zacher presented two Yield Tax Warrants for signature from the Selectmen. The deeding process that was discussed a month ago and was planned to begin tomorrow is now temporarily suspended. It was alleged that a property that was due to be deeded had possibly changed owners in December 2015. Diana Peckham put a certified letter as well as a standard letter in the mail providing all of the documentation to the new owner and informed them of their responsibilities. Rose stated that two recently signed liens have now been paid and are not coming up for deeding.
- **Planning Board:** Ed Comeau stated that the Planning Board is meeting Thursday, May 19<sup>th</sup> at 6:30pm at the Town office building.
- **Code Enforcement:** Ed Nason presented 2 Intent to Cuts for signature, one for Map 9 Lots 1, 10, 11, & 12 and one for Map 4 Lot 11.

- **Road Agent:** Ed Nason stated that they added gravel and completed grading on Tumbledown Dick Road from Primo's driveway to Camp Rd. Ed stated that they removed 5 oak trees from Lyford Rd., and they graded, raked and ditched on Lyford, Cottle Hill and Robinson Roads. With the Selectmen in agreement, Ed will work on cold patch on Brice Drive near the middle of the week, rather than the beginning as planned, due to work that needs to be completed on Stoneham Rd prior to the upcoming paving work. There was discussion of the Road Agent/Code Enforcement Officer's cell phone currently paid for and provided by the Town. The Selectmen agreed to offer a monthly stipend rather than continuing to provide the contract for the phone. The contact phone number will remain the same and the billing will be transferred directly to Ed Nason. All parties were agreeable to this change. Mr. Nason stated that he will continue to provide the same level of service.

**MOTION:** *Selectman Robischeau made a motion stating that we do as planned with the Verizon phone that the Road Agent currently has, transfer the billing account to Ed Nason/T.E.N.S Construction, in lieu of us paying the bill, we include a \$50/month stipend for cell phone service, Selectman Nelson seconded, all in favor, motion carries.*

- **Conservation Commission:** As requested at the previous Board of Selectmen meeting by Tom Hill, the Selectmen agreed to deposit the voluntary donation check from Lakes Region Conservation Trust into the Conservation Commission Fund rather than place it in the General Fund.

**MOTION:** *Selectman Nelson made a motion that this particular check go to the Conservation Commission, Selectman Robischeau seconded, all in favor, motion carries.*

- **Heritage Commission:** Marilou stated that she and Rick Surette discussed having a Memphis style BBQ again for the annual Old Home Day dinner. They are considering Sat., August 13<sup>th</sup> as the date, more details will be forthcoming. Selectman Zacher stated he received feedback suggesting that by changing the name of the event and making it more inclusive, there may be increased attendance. Marilou stated that it would be considered. Marilou stated that the Heritage Commission has changed their regular meeting day from the 2<sup>nd</sup> Wednesday of the month to the 3<sup>rd</sup> Wednesday of the month.
- **Cemetery Trustees:** The Cemetery Trustees will be meeting this Thursday the 12<sup>th</sup> at 7pm.
- **Old Business:** Selectman Robischeau contacted Attorney Jae Whitlaw with several questions pertaining to the recently discussed issue of pole license language and is awaiting response.
- **New Business:** There was conversation about printing small magnets to be placed in the mailing with the tax bills that are due to be issued at the end of this month. It was noted that there shouldn't be any additional postage necessary to mail them as there will not be a Newsletter issued this spring.

**MOTION:** *Selectman Zacher made a motion stating that they move forward with the magnets, 750 of them, preferably green in color, Selectman Robischeau seconded, all in favor, motion carries.*

There was discussion about starting a Facebook page, and the benefits and management of that page. Selectman Robischeau will work on a draft page and circulate it internally for feedback. No further decisions made. It was also suggested that the website homepage be updated with the office hours clearly visible. Rose Zacher and Laurie Champy will work together on this task. The assessing contract through Avitar is expiring shortly and the Selectmen agree it would be wise to seek alternative proposals for this service. Selectman Zacher will contact Craig Nichols, retiree from DRA, to inquire about hiring him for assistance on writing and later reviewing Requests for Proposal. Selectman Zacher will provide an update at the next meeting. Selectmen Zacher stated the electrical work is underway on the Town House.

- **Public Comments:** Ed Comeau stated that there is a full delegation meeting on Monday, May 16<sup>th</sup> at 10am at the County. Also on Monday at 7pm is the Carroll County Agricultural Learning Center subcommittee meeting to be held at the Remick Museum in Tamworth. This is an exploratory committee looking at creating a learning center that will be funded without tax monies. He invited the public to join and bring their ideas. Selectman Robischeau asked Ed Comeau for an update on the possibility of bring cable to the area. Mr. Comeau stated that he and another resident are compiling a list of names of those who would like cable service. He will then present the information to Time Warner Cable and see if they would be willing to extend their service based upon the volume of interested parties.
- **Correspondence:** A thank you letter was received from Tri County CAP, thanking the voters of Brookfield for supporting their program. They state that they continue to provide service for over 27,000 individuals/families in the Tri County area.

Checks and bills were reviewed and signed.

The meeting was adjourned 7:43pm.

The next regular Board of Selectmen meeting is scheduled for May 24th at 6:30pm at the Town Office Building.

Respectfully Submitted,

Laurie M. Champy  
Administrative Assistant