



SELECTMEN'S MEETING MINUTES

June 13, 2017

Meeting called to order at 6:00pm.

ATTENDANCE: Selectman Rich Zacher, Selectman Brian Robischeau, Selectman Rick Surette, Marilou MacLean, Laurie Champy, Ed Nason, Dianne Smith, Rose Zacher, Diana Peckham, Fred Cann, Richard Mauser, Terry Ward, David Champy II, Michael Moore, Brad and Janet Williamson

The meeting was called to order at 6:00pm at which time the Selectmen and Ed Nason completed a property tour of the Salt Shed.

- **Approval of Minutes:**

***MOTION:** Selectman Robischeau made a motion to accept the meeting minutes as drafted from May 23, 2017. Selectman Surette seconded, all in favor, motion carries.*

Selectman Zacher stated that all comments should be directed to the Board.

- **Treasurer:** Marilou MacLean stated there was a combined account balance of \$624,360.

Marilou stated she completed the monthly report through the end of May; she will post a copy in the common office for public viewing.

- **Tax Collector:** Diana Peckham stated she received directive to accept payment, to prevent deeding on Map 4 Lot 17, from a party that does not have legal interest in the property; this violates RSA 80:19. Selectman Robischeau suggested contacting Attorney Laura Spector Morgan to clarify her recommendation of accepting this payment.

Selectman Surette offered to call Attorney Laura Spector Morgan for clarification.

Diana Peckham stated that the owners of Map 4 Lot 14 & 24 are in arrears on their monthly payment for owed taxes, due June 01. She received an email from them stating to expect payment; she hasn't received payment. Selectman Zacher suggested the BOS discuss further in non-public session.

- **Administrative Assistant:** Laurie Champy stated the Newsletter was complete and mailed out with the tax bills.

- **Planning Board:** The Planning Board meets this Thursday at 6:30pm at the Town Office Building.
- **Code Enforcement:** Ed Nason presented 2 Reports of Wood Cut with calculation work sheets and Warrants for the Selectmen to sign off on. One for Map 3 Lots 2 & 15, the second for Map 9 Lots 1,10,11 & 12.

He stated he is working on a building permit for a property on Walker Road and also helping with questions on a few other smaller projects.

The Selectmen had asked Mr. Nason to check on 2 potential code violations in town. One for the inappropriate use of a travel trailer and the other for too many unregistered vehicles. Mr. Nason reported he is still monitoring the use of the travel trailer and has not yet had the opportunity to speak with the owners of the vehicles.

- **Road Agent:** Ed Nason stated he met with Holden Engineering on Moose Mountain Road to discuss the planning and process for the bridge project.

At Thursday's meeting, the Cemetery Trustees agreed to accept brush and stumps that arise from upcoming work by the Road Agent; they can be placed in the existing stump dump at the far end of the cemetery property.

Mr. Nason stated Dig Safe has completed marking utilities on Brice Drive and he is hoping to have the proposed new road layout marked clearly for the Selectmen to view and approve before proceeding further. He will identify the center of the Right of Way, center of the proposed new roadway, and the edges /boundaries of the proposed new blacktop. Ed stated there is one tree that will need to be removed; he has contacted Royle Tree Service to discuss removal.

Selectman Robischeau thanked Ed on behalf of a resident on Tucker Road for work performed there.

Mr. Nason stated he began tearing up the asphalt on a specific section of Moose Mountain Road that is in need of repair.

Mr. Nason stated he is having difficulty with the Transfer Station regarding disposing of materials. Selectman Zacher stated he will address with Wakefield.

- **Conservation Commission:** The Selectmen received a resignation letter from Tom Hill effective as of 06/13 due to family matters.

MOTION: Selectman Zacher made a motion to accept his resignation with regret. Selectman Surette seconded, all in favor, motion carries.

- **Heritage Commission:** Marilou MacLean stated the Heritage Commission will be meeting tomorrow at 7pm at the Town Office building.

- **Cemetery Trustees:** Selectman Surette reported that the 12 maple trees have been planted as discussed. The grass is being cut almost weekly.
- **Services Review Committee:** Dianne Smith reported that they are working on generating a report to present to the BOS in the near future. She expects the overview to be a 10 minute presentation.
- **Old Business:** The Selectmen discussed establishing an appropriate forest fire suppression payrate for the Warden and Deputy Wardens. Following comments from the public and a review of payrates by local towns the following motion was made.

***MOTION:** Selectman Robischeau made a motion to accept hourly rates established by the matrix (\$15/hr) for fire suppression for any work completed. Selectman Surette seconded, all in favor, motion carries.*

Selectman Surette thanked the Wardens for their work performed and not billed.

Resulting from the last meeting, Selectman Robischeau called the Guidance office at the school to discuss coordinating community service hours for students to perform in Brookfield. Along with public input, the Selectmen made the following list of projects for students: flower bed maintenance, painting – kiosks, signs, etc., general landscaping, helping with Old Home Day, sorting school books for the Heritage Commission, assisting the elderly, or participating in the Public Safety Explorers Post. Selectman Robischeau will share this information with the Guidance office and direct them to coordinate with Laurie Champy.

As discussed on May 09, Selectman Robischeau wrote a letter on behalf of the Selectmen to property owners on Governor's Road. The letter specified required removal of the burnt structure as it is in violation of a town zoning ordinance, and also requested the owners secure the second structure. Laurie will mail the letter tomorrow.

The Selectmen thanked Jennifer McKown for the 2 hanging flower baskets located in front of the Town Office building.

- **New Business:** The availability of funds in the Operating Budget and Building Maintenance Fund was reviewed while discussing projects that are in need of addressing. The Selectmen will each work on additional roof quotes before making any further decisions.

There was an inquiry to advertise on the website for a local business. The process for this was discussed. There is a Business Directory and Business Directory Questionnaire located at the bottom of the homepage on the website. Laurie will be the contact person and will post the information as needed to the website.

Selectman Zacher stated he was approached by a local resident who desires to be hired to perform garden maintenance on town property. The Selectmen agree a quote should be supplied including anticipated number of hours.

MOTION: Selectman Robischeau made a motion to enter nonpublic session per RSA 91-A:3, II(c). Selectman Surette seconded, all in favor, motion carries.

Roll call: Selectman Robischeau, yes, Selectman Zacher, yes, Selectman Surette, yes.

MOTION: Selectman Robischeau made a motion to come out of nonpublic and return to public session. Selectman Surette seconded, all in favor, motion carries.

MOTION: Selectman Zacher made a motion to seal the minutes for one year. Selectman Surette seconded, all in favor, motion carries.

Roll Call: Selectman Zacher, yes, Selectman Robischeau, yes, Selectman Surette, yes.

A letter was received from Carroll County requesting that the town's tax payments now be made on a semi-annual basis beginning this July. There is a financial concern of meeting this request prior to collecting increased taxes as projected from the school. Selectman Robischeau will write a letter to the County expressing the Board's concerns and their intention to reconsider for 2018.

Selectman Zacher asked Marilou to supply information at the next BOS meeting on the amount of propane usage from the prior season.

Each bill to be paid was read indicating the payee and amount due.

MOTION: Selectman Robischeau made a motion to accept bills as read on record by Selectman Zacher. Selectman Surette seconded, all in favor, motion carries.

Meeting adjourned at 8:03pm.

The next regular scheduled Selectmen's meeting is June 27 at 6:30pm at the Town Office building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant