



SELECTMEN'S MEETING MINUTES

June 27, 2017

ATTENDANCE: Selectmen Brian Robischeau, Selectman Zacher, Marilou Maclean, Ed Comeau, Jessica Robischeau, Tax Collector Diana Peckham, Rob Collins, Peter Donnelly, Erin Donnelly, Mark Stengel

Public Comments- Mark Stengel asked the Selectmen, when Brice Drive is moved and paved, if they would avoid the flower bed and trees in the town's right of way. The Selectmen stated they would revisit the road and speak with the Road Agent.

- Erin Donnelly expressed her concern regarding moving the telephone pole on Brice Dr. The pole was discussed on being moved due to the wing of the plow in the winter's snow removal. The Road Agent will be speaking with the telephone company to discuss a possible safety issue. Peter Donnelly also stated there could be 5 trees which could be an issue.
- Erin Donnelly made a comment that the Town Cemetery looks very nice but stated the mowing of the grass was too low. The Selectmen agreed and will address the issue.

Approval of Minutes:

06/13/2017 MOTION: Selectman Robischeau moved to accept the minutes from the 06/13/2017 meeting as presented. The motion was seconded by Selectman Zacher. A vote was taken, all in favor, motion carries. Selectman Surette was not in attendance.

REPORTS FROM TOWN OFFICIALS:

- **Treasurer-** Balances in the banks were given. Mrs. Maclean stated the July GWRSD bill will be \$200,000 higher.
- A copy of the MS 535 is posted on the website under the Selectmen page.
 - A full cost analysis was given to the Selectmen showing the cost of fuel for all the Town buildings for the year 2015, 2016 and 2017. The findings were that 2000 gallons for a winter season was more than enough. The Selectmen will ask Administrative Assistant Laurie Champy to write a letter to lock in a rate for propane for the 2017-2018 season.
- **Tax Collector-** Diana Peckham asked the Selectmen to write a letter stating the Selectmen approve to accept payment for Map 4 Lot 17, from a party that does not have legal interest in the property. The Town Attorney was contacted and agree the payment should be accepted.
- Tax payments have been received in the amounts of \$618,000 of the \$890,000 owed.
- **Assessing-** Jessica Robischeau presented a current use application for Map 45 Lot 5. The Selectmen approved the application but will not take in effect until after the second tax billing.

· **Planning Board-** At the last Planning Board meeting, a preliminary subdivision plan was presented to the Board. A public hearing will be scheduled in July.

- The Board is updating the master plan and would like the public to get involved.

- Discussion regarding the consideration of Tax Liens as a Prerequisite of Subdivision / Lot Line Adjustment

· **Heritage Commission-** The commission met in June. They accepted the resignation of Patricia Golden and Steve Michalski. In addition, the board submitted nominations for the Heritage Board for approval: Marilou Maclean to a 3 year term expiring in 2019 and as Chairman for a one year term to expire in 2018.

Harriet Wilson to a 3 year term at expire in 2020 and a three year term as Recorder to expire in 2020.

MOTION: Selectman Zacher moved to accept the nominations from the Heritage Commission as presented. The motion was seconded by Selectman Robischeau. A vote was taken, all in favor, motion carries. Selectman Surette was not in attendance.

August 12, 2017 is the annual Town BBQ starting with dinner from 5pm to 7pm.

· **Cemetery Commission-** The Commission purchased boots for trees to keep them watered.

- Discussion was made regarding installing a Veteran's Memorial. They will discuss this with the Heritage Commission.

· **Services Review Committee-** Rob Collins reported the report will be finalized and approved at tomorrow night's meeting. It will be hand delivered and emailed by Catherine Collins. He briefly stated the Wakefield services contract and the Wolfeboro Parks and Rec were reviewed and could possibly save the Town \$600,000 if the recommendations are adopted.

Old Business-

Accounting Review- A review from the accounting firm hired to review the Town funds reported they did not find any money issues with Town funds. The report will be posted on the Town website. The firm suggested a change in the account process which Marilou Maclean will discuss with them. In addition, suggestions were made to make additional journal entries and reclassify the entries. Ms Maclean stated this has now been done. Ms Maclean explained the process for the journal entries.

Roof Bids: A request for proposals for the replacement of the roofing on the Town office buildings will be received this week. The Selectmen have requests for 4 proposals.

Rob Collins suggested opening the bidding to the public by placing the ad on the 3 town website. Ed Comeau suggested the Selectmen should have a written proposal process and to formalize the process.

Alarm System: Selectman Zacher stated the alarm system is failing the nightly check due to a possible phone line issue. He will call Verizon to discuss.

School required Community Service: A local school resident painted the Townhouse railing and did a nice job. The Selectmen announced if any resident needs community service to contact the Administrative Assistant.

Public Comments- State Rep. Ed Comeau announced that Ossipee has placed him on the Selectmen Agenda if any of the public wanted to meet before or after the meeting for any discussion. He suggested if Brookfield would like to do the same, he will be happy to do that.

MOTION: *Selectman Zacher moved pay the bills as presented. The motion was seconded by Selectman Robischeau. A vote was taken, all in favor, motion carries. Selectman Surette was not in attendance.*

The next Selectmen meeting will be held on July 11th at 6:30pm.

Meeting adjourned 8:00 pm.

Respectfully Submitted,

Jessica Robischeau
Administrative Assistant