



SELECTMEN'S MEETING MINUTES

July 11, 2017

Meeting called to order at 6:30pm.

ATTENDANCE: Selectman Brian Robischeau, Selectman Rick Surette, Selectman Rich Zacher,(absent) Marilou MacLean, Ed Comeau, Ed Nason, Fred Cann, Dianne Smith

- **Approval of Minutes:** There was no approval of minutes due to Selectman Zacher being absent. Selectmen Robischeau and Zacher need to be in attendance in order to approve the minutes from June 27 as they were the only two Selectmen in attendance at that meeting.
- **Treasurer:** Marilou MacLean stated there is currently over 1 million dollars in the bank accounts. She has spoken to Richard Nordin, Chairman of the Trustees of the Trust Funds, about investing roughly \$500,000. She intends to attend their upcoming meeting for further detailed discussion to ensure prompt availability of the monies when needed.

The monthly report through the end of June is complete and was supplied to the Selectmen.

She met with the auditor in Concord today and reported a satisfactory review through June 30. She will be meeting with him in the near future to discuss policies and possibly procedures. Selectman Robischeau reminded everyone that the findings report from the auditing firm is available for public viewing on the town's website.

- **Planning Board:** Ed Comeau reported that the next meeting is July 20 at 6:30pm.

Selectman Robischeau stated that it was brought to his attention that the minutes have not been posted on the website or been available in the book since April. Selectman Surette stated he will follow up with George Nick.

- **Code Enforcement:** Ed Nason stated that George Nick is no longer his assistant and he has requested for now that the website reflect his availability to be by appointment only. The Selectmen decided to place Jessica Robischeau in the position on a temporary basis to provide office coverage until they decide on a long term solution.

- **Road Agent:** Ed Nason stated they regraded and sprayed (for dust control) part of Moose Mountain Road and Lyford Road.

Ed stated he has a meeting tomorrow with PSNH on Brice Drive regarding a telephone pole that may need to be moved due to the new road location. While waiting for PSNH tomorrow he will work on laying out a section of roadway to attempt avoiding the need to remove a tree. He states the roots go underground as far as the canopy does above ground. He thinks they could shift the road some, but not enough to not cause damage to the tree.

He stated he did receive another paving estimate, a little lower, for the work needed on Brice Drive. He didn't have the estimate with him but believes it was around \$32,000.

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

She stated a reminder about the upcoming Old Home Day Dinner on Saturday, August 12 from 5-7pm. They are looking for donations of desserts as well as help with serving, please contact Marilou if you would like to contribute.

The Conservation Commission has requested the Heritage Commission have some written information about the land purchase available for viewing at the Dinner. Marilou will confer with Craig Evans about the social history of the land and together they will satisfy the Commissions' request.

The Wakefield Heritage Commission just acquired the East Wakefield School building. The Commission is interested in acquiring some of the old Churchill School text books as they were used during the same time period.

Marilou attended the recent Cemetery Trustee meeting at which time they discussed having a joint meeting with the Cemetery and Heritage Commissions and the Selectmen. They would like to discuss a generic Memorial for all Veterans located at the new cemetery and to discuss updating the list, located in the Townhouse, of active veterans from Brookfield.

- **Cemetery Trustees:** The next meeting is Thursday, July 13 at 7pm.
- **Services Review Committee:** Selectman Robischeau stated that the SRC supplied the June report containing recommendations as well as potential savings. He stated this report will be posted on the website shortly.

Later in the meeting, upon Dianne Smith's arrival, she asked if she missed the "Other Boards and Committees" section on the agenda. Selectman Robischeau stated they received her report and that Selectman Zacher was not present to review the report or discuss posting on the website. He stated they could decide via email. Selectman Robischeau offered a future time for a presentation/information session to receive public input. The location of the report placement on the website was also discussed. Ed Comeau suggested the report could also be placed on Facebook for public viewing.

- **Old Business:** Selectman Robischeau stated they received an additional proposal for the roof work needed on the Town Office Building. The details of the proposal were read aloud. The proposal is from Doug Madden Builders of Tuftonboro, in the amount of \$8,800. He did supply references that Selectman Robischeau has followed up with.

MOTION: Selectman Robischeau made a motion based upon the couple of bids received and the fact of this gentlemen's willingness to get this done this summer or very early fall, we accept this proposal and get on the schedule. Selectman Surette seconded, all in favor, motion carries.

Amendment to previous MOTION: Selectman Robischeau will verify galvanized drip edge and also verify the year warranty on the asphalt shingles to be used. Selectman Surette seconded, all in favor, motion carries.

- **Public Comments:** Ed Comeau stated he learned the town of Ossipee is working to dissolve their franchise agreement with the cable company Adelphia. Following the required one year waiting period, Ossipee intends to combine efforts with multiple towns to renegotiate a change to the density requirements in the contract. Mr. Comeau offered to gather further information.
- **Correspondence:** Selectman Robischeau read a letter dated June 29 received from the Town of Wakefield. In response to the Brookfield Selectmen requesting to dispose of occasional roadside refuse, the Town of Wakefield agreed to accept this roadside refuse at no charge for a period of 60 days as which time they will review this agreement.

A request for representation for the Town of Brookfield was received from Strafford Regional Planning Commission. The Selectmen and current Appointee and Alternate, Ed Comeau and Dianne Smith respectively, all agree to keep the current representation in effect.

An invoice was received from the Town of Wakefield for Municipal services for the second quarter in the amount of \$70,173.75.

A renewal maintenance agreement and contract, to include toner, was received from Porter Office Equipment, effective 04/05/2017. There was a minimal increase of a ¼ cent per copy.

MOTION: Selectman Robischeau made a motion to keep and sign the Porter Office maintenance machine contract, effective 04/05/2017, it includes toner. Selectman Surette seconded, all in favor, motion carries.

- **New Business:**

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. Selectman Surette seconded, all in favor, motion carries.

Meeting adjourned at 7:20pm.

The next regular scheduled Selectmen's meeting is July 25 at 6:30pm at the Town Office building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant