



SELECTMEN'S MEETING MINUTES

August 23, 2016

Meeting called to order at 6:30pm.

ATTENDANCE: Selectman Rich Zacher, Selectman Bill Nelson, Laurie Champy, Marilou MacLean, Rose Zacher, Craig Evans, Ed Nason, Ed Comeau

- **Cemetery Trustees:** Craig Evans spoke of the continuing ground work at the new town cemetery. He stated the Trustees received a quote of \$10,000 to screen approx. 650 cu yards of loam that resulted from stumping work. Due to this being cost prohibitive, they sought a quote to rake the site with a Harley rake. Mr. Kilkelly provided a proposal to include using a Harley rake on the unscreened loam acres, approx. 2 acres, removing stones and disposing of them on site. His site work proposal is \$3,240 and he expects he could complete this work by Thurs/Fri. Due to the \$20,000 cemetery budget being depleted and the site work required for completion, the Selectmen agreed to lend monies from unused monies within the budget with the expectation the borrowed monies will be repaid as allowed from the sale of plots.

MOTION: Selectman Nelson made a motion to go forward with the above mentioned proposal, Selectman Zacher seconded, all in favor, motion carries.

- **Public Comments:** Ed Comeau spoke about the opioid crisis and asked the Selectmen to show their support and consider speaking at the next school board meeting. He suggests starting a regional conversation about the issue and establishing a community forum.
- **Approval of Minutes:**

MOTION: Selectman Nelson made a motion to accept meeting minutes from August 09, 2016 as presented, Selectman Zacher seconded, all in favor, motion carries.

- **Correspondence:** Selectman Zacher read aloud a notice stating that due to low ridership over the last 5 years and a cease in funding, Coast transportation would no longer be offering services to Brookfield.

There was also a letter received from Senator Shaheen's office providing extensive contact information for the public to reach her office. Laurie will post this contact information on the Town's website.

- **Treasurer:** Marilou MacLean gave account balances.

Marilou thanked Tom Hill for scrapping out the leftover metal materials from the recent work on the Townhouse.

Marilou stated that she just received the results from the Worker's Compensation audit. She expects to see a rate reduction from Primex.

Marilou asked the Selectmen to stay following the meeting to review the MS-434 form, that pertains to the Town's revenue status, that is due September 01.

Marilou followed up via email regarding the possibility of an available grant to aid in the completion of a local emergency operations plan previously mentioned by Brad Williamson. Selectman Zacher questioned the added value to the town upon completion of the plan. Selectman Nelson will contact Brad and ask him to attend the next Selectmen's meeting and speak to the potential added value.

- **Planning Board:** Ed Comeau stated that the Planning Board reviewed reports from the recent gravel pit inspections.

He stated they reviewed the drafted letter intended for issue looking for volunteers to serve on the Planning Board. They regularly meet on the third Thursday of the month at 6:30pm at the Town Office building. He invited the public to attend the meetings.

- **Code Enforcement:** Ed Nason presented 2 timber yield tax assessment forms for signature from the Selectmen. One for Map 4 Lot 8 and the second for Map 3 Lots 7, 10, & 10A.

Ed Nason spoke of the issue with Eversource installing poles without going through the proper licensing process. He expressed specific concern over the pole newly installed on Moose Mountain Road on the road side of the drainage ditch and the potential problem that it could create when cleaning ditches in the future.

The Selectmen agreed to hold an additional meeting on Saturday, August 27th at 9am to address the pole license issue, election setup, and review a proposal for ramp installation on the rear of the Townhouse building.

- **Road Agent:** Ed Nason stated that all dirt roads, except Cedar Park, have been graded. Crack sealing is underway.
- **Heritage Commission:** Marilou MacLean extended a huge thank you to all who helped with the Bar-B-Q. She stated there were new faces this year and over 100 dinners were served. She also thanked Aaron Dame of Dame Electric for completing the electrical job prior to the dinner. The Selectmen thanked Marilou for all her work in coordinating the dinner.
- **Old Business:** Selectman Zacher asked Marilou about the new laptop they approved for her. Marilou will remind Lance.

Selectman Nelson stated that he contacted a company about installing boundary markers on Brice Drive. He stated it will cost \$800 to have 4 markers installed and the work should be completed in about a month upon hire.

Selectman Zacher will ask Selectman Robischeau (not present) to draft a letter to the bordering residents expressing the intentions to install the markers.

Selectmen Zacher and Nelson were both contacted by a resident stating that they do not want snow removed from the road on Brice Drive to be placed on their lawn. The Selectmen advised the resident to write a letter and/or attend a BOS meeting to express their concerns.

MOTION: Selectman Nelson made a motion to proceed with the placement of 4 markers on Brice Drive for \$800 from Land Tech. Selectman Zacher seconded, all in favor, motion carries.

- **New Business:** Selectman Zacher stated that some of the components in the First Aid kit are expired. Selectman Nelson will speak with Brad Williamson and ask him to provide a recommendation for replacement.

The Selectmen asked Laurie to issue a letter to Tri State Fire canceling our contract with them since they have not fulfilled their duties of inspecting the fire extinguishers. A new company will need to be located.

Ed Nason gave an update on the Moose Mountain bridge project including details on bids from all 3 companies. Ed requested the Selectmen give him more time to speak with Holden engineering, the one company that was willing to rebuild rather than replace. He would like to inquire about them also replacing the bridge deck. He stated that he expects the bridge work to be a 2year project due to all the necessary permitting and paperwork required.

Marilou MacLean stated that she received a cap agreement from Primex that she would like the Selectmen to review at their meeting on Saturday.

Marilou reviewed and revised the MS-434 form and will upload to the State website.

Selectman Zacher stated that the MS-1 form, completed by the Assessor Clerk, is due Sept 01st.

Selectman Zacher stated that he attended the BTLA hearing today, it was a friendly meeting. He stated there should be a response on the Dugas case within 30 days.

Bills were reviewed and checks were signed.

Meeting adjourned at 7:59pm.

The next regular scheduled Selectmen's meeting is September 13th at 6:30pm.

Respectfully Submitted,

Laurie M. Champy
Administrative Assistant

DRAFT