



SELECTMEN'S MEETING MINUTES

December 13, 2016

Meeting called to order at 6:30pm.

ATTENDANCE: Selectman Rich Zacher, Selectman Bill Nelson, Selectman Brian Robischeau, Laurie Champy, Marilou MacLean, Tom Hill, Diana Peckham, Ed Nason, Ed Comeau, Dianne Smith, Fred Cann

A moment of silence was held in observation for the passing of Pam Frazier.

- **Approval of Minutes:**

***MOTION:** Selectman Nelson made a motion to accept the minutes as drafted from Nov 29, 2016 Selectman Robischeau seconded, Selectman Zacher abstained, all in favor, motion carries.*

***MOTION:** Selectman Zacher made a motion to accept the nonpublic minutes from Nov 01, 2016 Selectman Nelson seconded, all in favor, motion carries.*

- **Public Comment:** Selectman Nelson spoke on behalf of a member of the public requesting the Board of Selectmen meetings be changed to Thursday evenings so he could attend as he has a conflict with the current meeting schedule. Mr. Cann responded to this and requested the meetings remain on Tuesday. The Selectmen agree it is best to keep the schedule as is with consideration to the Administrative Assistant's office hours being on Wednesdays.
- **Treasurer:** Marilou MacLean gave account balances.

She stated that she has written the check from the Town for the Trustees of the Trust Funds in the amount of \$96,550; she is expecting a check from the Trustees for the Town in the amount of \$110,000. She will be speaking with Richard Nordin, Chairman of the Trustees, about investing monies through Charter Trust.

Marilou stated that the phone bill through Verizon that was paid by the town is now an individual account.

Tax Collector: Diana Peckham stated that approximately 65% of the total taxes have been collected.

She presented several abatements for signature from the Selectmen.

The first abatement presented was for the second issue bill for the Wiggin Estate Cemetery. The owner of the property supplied historical documentation stating this property would not be taxed, it was only signed by one Selectman at the time. The current Selectmen made a motion as follows based on that documentation in order to prevent the continued process of abatement:

MOTION: Selectman Robischeau made a motion for Map 25 Lot 2, located on Wentworth Road, Book 420 Page 364, to be tax exempt until further notice. Selectman Nelson seconded, all in favor, motion carries.

The Assessor Clerk will change the property value to \$0.

The second abatement presented was for payment in lieu of taxes for the Sanbornville Water District.

The third abatement was for the Town of Brookfield for the land purchased from Mrs. Hunter. This resulted from the two tax bills recently issued in error.

The fourth abatement is for Map 29 Lots 6, 14, 15 & Map 36 Lot 1, for property now owned by NH Fish and Game.

- **Administrative Assistant:** Laurie Champy requested approval to purchase a chair for her office as her current chair is not the correct height for her desk. The Selectmen approved this purchase and asked for it to not exceed \$100.

Laurie presented the revised agreed upon contract for signature from the Selectmen and the Road Agent.

- **Planning Board:** Ed Comeau stated the Planning Board will be meeting on the 15th.
- **Road Agent:** Selectman Nelson mentioned a concern raised over clearing the walkway into the Town Office building; Mr. Nason stated he would address it.
- **Heritage Commission:** Marilou MacLean stated that they sold all 7 of the desks they were planning to sell.
- **Cemetery Trustees:** Tom Hill stated Section B of the new cemetery is laid out and they will lay out Section A in the spring of 2017. The cemetery is closed, weather permitting, from Dec 01- April 01.
- **Old Business:** The Selectmen reviewed the proposed Rules & Regulations as suggested by the Conservation Commission for the new town land. There were some options mentioned for the management of the property including forming a Forestry Committee, the Conservation Commission, or the continued management by the Selectmen. The Selectmen agreed to continue to manage the property for now and plan to hold a Hearing in the beginning of the year for public input to discuss the use of the property and how to regulate it.
- **New Business:** Craig Evans made a request in writing for reimbursement for a \$400 out of pocket expenditure for the cemetery. The Selectmen agreed to reimburse him for this expense.

Selectman Zacher read a letter from Ernie Brown, member of the School Board, noting there will be a 2.6% overall increase in the school budget for next year. Brookfield is expected to incur an increase of \$1.82 in the school tax rate due to the increase in Brookfield student population. Ed Comeau added that the Stabilization Grant that helps to decrease the uptick of costs was voted to be discontinued.

Selectman Robischeau will draft a letter to Avitar, one of the assessing companies that submitted a bid, stating that the assessing contract has been awarded to another company.

Work on the budget process continued for approximately 1 hour. A few action items resulted as follows:

- 1) Selectman Zacher will contact counsel to discuss the Perambulation.
- 2) Selectman Zacher will invite Beryl Donovan from Gafney Library to offer insight to the requested \$14,000.
- 3) Selectman Robischeau will contact the Parks and Recreation Dept for further data to help determine value.
- 4) Selectman Robischeau will check with counsel on a permanent Warrant Article for interest on debt.

Public Commnts: Dianne Smith stated that the informational calendar is available on NHMA's website.

Ed Comeau stated there is an important delegation meeting Thursday at 9am.

Bills were reviewed and checks signed.

Meeting adjourned at 8:34pm.

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

Respectfully Submitted,

Laurie M. Champy
Administrative Assistant