



SELECTMEN'S MEETING MINUTES

July 24, 2018

Meeting called to order at 6:30pm.

ATTENDANCE: Selectman Brian Robischeau, Selectman Rick Surette, Selectman Rich Zacher, Marilou MacLean, Ed Comeau, Rose Zacher, Ed Nason, Pat Golden, Steven Michalsky

- **Approval of Minutes:** There were no minutes approved.
- **Treasurer:** Marilou MacLean mentioned a quarterly increase in the CAI Technology billing and stated it shouldn't affect this year's budget but it needs to be noted for next year.
- **Public Comments:** Residents of Brice Drive expressed their gratitude for the potholes being addressed on their road. They inquired about an update on the status of the paving project on Brice Drive. The Road Agent explained there are 11 trees that need to be removed; he is soliciting arborists. Following tree removal, the utility companies will be involved to move the location of the telephone pole. He explained there is a standing order for this work already in place.
- **Tax Collector:** Selectman Robischeau asked if the TC office had a copy of the agreement between the Town and the property owner to whom he will be addressing in writing for failure to make agreed upon payments. Rose Zacher will supply a copy of that agreement.
- **Administrative Assistant:** Not present.
- **Planning Board:** Ed Comeau reported the Master Plan Survey has been mailed. He encouraged everyone to complete and return it. Copies of the survey will also be available at Town Coffee and the Annual BBQ. The survey can either be hand delivered to a drop box in the Town Office Building or mailed to 267 Wentworth Road, Brookfield, NH 03872.
- **Road Agent:** Ed Nason stated he will be contacting Holden Engineering to question their quoted dates for the Moose Mountain Road bridge project. They stated the Town should have Plans by July 7 at the latest; none have been received.
- **Code Enforcement:** Ed Nason reported he has issued 4 building permits for the following properties; Map 10 Lot 52, Map 7 Lot 3, Map 28 Lot 8, and Map 11 Lot 16.

He has obtained 3 paving quotes for the Town Office complex. The first quote for \$6,200 includes paving the Town Office building parking lot. The second quote for an additional \$6,400 would extend the paving coverage to also include the front portion of the Townhouse. The third quote for an additional \$8,300 would extend the pavement to the far side of the handicap ramp. No decisions made.

He supplied 5 quotes as follows for the aprons for the dirt roads in town.

- 1) Lyford Road \$4,200
- 2) Robinson Road \$ 3,230
- 3) Tucker to Governor's Road \$3,550
- 4) Walker Road to Rt 109 \$3,550
- 5) Sanborn Road \$2,550

He also supplied 2 paving estimates for Brice Drive and Pike Brook. One for \$64,600 and the second for \$80,270. Both estimates include paving both roads.

He stated they have heavily ditched, cleaned out all water turnouts, picked up and removed debris, and graded Tumbledown Dick Road; they will do the same on Sanborn Road. He received permission from the landowner to cut back and slope a tight corner on Sanborn Road. Following completion of this he will grade and apply dust control, then will continue to ditch and grade other dirt roads.

The Selectmen thanked him for the numerous estimates. He will supply them a copy.

- **Conservation Commission:** Selectman Zacher reported the Commission scheduled a presentation by Moose Mountain Regional Greenways for Wednesday, August 22 at 7pm to discuss a variety of topics surrounding conservation easements. The public is invited to attend.
- **Heritage Commission:** Marilou MacLean stated the meat has been ordered for the Annual BBQ scheduled for August 04 from 5-7pm. The cost is \$14/pp. The live music is scheduled to begin around 6:15pm. There will be "To Go" containers available this year if you are unable to stay to eat. She requested that entry to the building be made through the rear of the Schoolhouse via the ramp.
- **Cemetery Trustees:** The meeting for this month has been canceled.

Selectman Zacher reported the Trustees of the Trust Funds received a check for \$500 to start a cemetery Trust Fund. The process moves forward with the BOS reviewing the conditions associated with the funds, followed by making a motion to accept them, if satisfied, in order to begin the Trust.

MOTION: Selectman Zacher made a motion to accept the \$500 donation to start the Trust Fund to support Cemetery 55. Selectman Surette seconded, all in favor, motion carries.

- **Brookfield Grant Review Committee:** Ed Comeau reported they will be meeting Friday to review the information coming from Homeland Security regarding the local Emergency Operations Plan Grant.

He stated the Fish & Game Grant for \$1,500 has been approved and he has contacted Forester Tim Nolin to inform him of the decision.

- **Old Business:** Selectman Zacher reported he has spoken with Attorney Miller and requested representation to negotiate the cable contract. Attorney Miller has secured a copy of the agreement between the cable company and the Town as signed in 1991.

Selectman Robischeau stated he will continue reaching out for a written quote for the painting estimate on the Townhouse.

Selectman Robischeau stated the notice for the Pole License Public Hearing on 08/14 has been seen in the newspaper. Selectman Zacher stated the registered letters were mailed to the stakeholders.

Selectman Robischeau stated revisions have been made on the Town Contract. It is saved and moving forward will be used as the standard Town Contract template.

The Selectmen discussed the need to determine a payrate for Brad Williamson following the decision to hire him as the Town Handyman.

MOTION: Selectman Robischeau made a motion to pay Brad Williamson an hourly rate of \$30. Selectman Surette seconded, all in favor, motion carries.

The Selectmen will prioritize a project list for him. Selectman Zacher will discuss with Brad the payrate and initial project of addressing the freezing pipes below the shower in the Townhouse.

- **New Business:** Selectman Zacher commented that he is receiving feedback from residents stating the need for access to cable internet.
- **Mail/Bills:** A letter was received announcing that 2 local young men, Dawson Cotreau of Wakefield and Caleb Kinville of Brookfield, will be sworn in as Eagle Scouts at a ceremony on August 04. The Brookfield Selectmen will not be in attendance due to the conflict of the Town BBQ. Selectman Robischeau will send a letter of congratulations to them on behalf of the Selectmen.

A Land Use Change Tax form for Map 28 Lot 28b was received for removing land out of Current Use.

MOTION: Selectman Robischeau made a motion to accept the Land Use Change Tax Warrant as drafted. Selectman Surette seconded, all in favor, motion carries.

A Land Use Change Tax form for Map 18 Lot 17g was received for removing land out of Current Use.

MOTION: Selectman Robischeau made a motion to accept the Land Use Change Tax Warrant as drafted. Selectman Surette seconded, all in favor, motion carries.

A Yield Tax Warrant for \$30.08 was received for Gravel Tax.

MOTION: Selectman Robischeau motioned to accept the Warrant for tax collection. Selectman Zacher seconded, all in favor, motion carries.

- Each bill to be paid was read, by Selectman Robischeau, 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.

Selectman Zacher asked the Board about settling the case with Eversource. He recalled the monthly bills from the litigation with Fairpoint and is questioning the cost of further litigation on the Eversource case. Selectman Robischeau will contact the Town's attorney to discuss the options.

Meeting adjourned at 7:26pm.

The Pole License Public Hearing will begin at 6:00pm on August 14, 2018 at the Town Office building; the regular BOS meeting will follow at 6:30pm.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant