



SELECTMEN'S MEETING MINUTES

March 26, 2019

ATTENDANCE: Selectman Brian Robischeau, Selectman Rick Surette, Selectman Rich Zacher, Laurie Champy, Ed Comeau, Rose Zacher, Diana Peckham, Craig Evans

- **Archivist:** Craig Evans provided detailed information on the pricing and repair options for Town Record Book Seven. He recommended moving forward with the less expensive plan which includes keeping and repairing the original book cover, cleaning, mending, removing paper inserts, etc. The total cost for completion of the project is \$6,885; a third of this cost is required for a down payment to move forward. This price also includes a digital copy on a USB hard drive as well as 3 copies on microfilm. One microfilm copy would be retained in the Town vault, and one copy each supplied to the State Archives and State Library.

MOTION: Selectman Robischeau made a motion to accept the proposal as read by Craig. Selectman Zacher seconded, all in favor, motion carries.

There may be some grant monies available to aid in the cost of the book repair. Craig will write and submit a Prospectus prior to the end of April deadline. If interested, the Grant providers will be requesting additional information.

The need to reorganize the Board following Town Election was addressed as follows:

MOTION: Selectman Robischeau motioned to make Rick Surette Chairman. Selectman Zacher seconded, all in favor, motion carries.

MOTION: Selectman Robischeau motioned to make Rich Zacher Vice Chair. Selectman Surette seconded, all in favor, motion carries.

- **Approval of Minutes:**

MOTION: Selectman Robischeau motioned to accept the minutes from March 12, 2019 as drafted. Selectman Surette seconded, all in favor, motion carries.

- **Tax Collector:** Diana Peckham presented two abatements for signature. One for Map 45 Lot 12, and the second for Map 18 Lot 21b.

MOTION: Selectman Zacher motioned to approve both abatements. Selectman Surette seconded, all in favor, motion carries.

Diana also presented information on two properties she anticipates going to deed resulting from 2016 property taxes that went to lien.

- **Planning Board:** Ed Comeau stated they reorganized the Board at their meeting held on March 21. The Board voted for David Champy II to remain Chair, and for Tim Straz to be Vice Chair. The Board is seeking Alternates.
- **Cemetery Trustees:** Craig Evans reported they met and held a work session, no action taken. This was an orientation session for Pam Skeffington and Bertie Holland.

As requested by the Selectmen, Craig spoke with the cemetery groundskeeper, Corey, to inquire of his interest in also maintaining the grounds at the Town Office complex. Upon being able to view the grounds following snow melt, Corey will supply his pricing.

- **Old Business:** Laurie Champy stated the new phone system is now installed. A new user training session was held; she is receiving positive user feedback. She stated she has verified the removal of the old voicemail service.

Selectman Surette stated he will contact the Road Agent regarding promptly scheduling road paving.

The decision to relocate and repurpose the existing kiosk to the Town Land and build two new posting locations attached to the Town Office building, similar to the Town House, was determined.

MOTION: Selectman Surette motioned to have Brad do this. Selectman Zacher seconded, all in favor, motion carries.

The Selectmen reviewed Committee/Board assignments. The only change made was the assignment of Selectman Robischeau as the Selectmen Representative for the Grant Review Committee.

- **New Business:** The results from the local town audit were supplied to the Selectmen for review.

MOTION: Selectman Surette made a motion to accept the town audit report for Brookfield. Selectman Robischeau seconded, all in favor, motion carries.

Selectman Surette will speak with Ed Nason regarding options for improving the conditions of the Town Office complex parking lot.

The Selectmen discussed their desire to have Brad Williamson power wash the exterior of the Town Office Building (not the Town House) this spring.

Selectman Robischeau offered to steam clean the carpets in the Town Office Building. He will perform this work in the near future.

Town Coffee is scheduled for Saturday, March 30, in the Town House from 8 – 10am.

On an annual basis the Selectmen need to affirm the Investment Policy in place regarding excess funds.

MOTION: Selectman Zacher motioned that they not change the Investment Policy the Selectmen drafted last year. Selectman Surette seconded, all in favor, motion carries.

In the most recent mailing from DOT, the Moose Mountain Road bridge remains on the Red List. The Selectmen are working on addressing this status by exploring with contractors to determine if a repair would be acceptable as opposed to a replacement.

Meeting adjourned at 6:59pm.

The next regular Selectmen's meeting is scheduled for April 09, 2019 at 6:30pm in the Town Office Building.

Respectfully submitted,

Laurie M. Champy
Administrative Assistant