



## SELECTMEN'S MEETING MINUTES

December 03, 2019

**ATTENDANCE:** Selectman Brian Robischeau, Selectman Rick Surette, Selectman Rich Zacher, Marilou MacLean, Laurie Champy, Ed Comeau, Rose Zacher, Diana Peckham, Brad Williamson, Frank Frazier, Ed Nason, Craig Evans, Peter Donnelly, Mark Stengel

- **Public Speaker:** Forester Tim Nolin was in attendance to respond to any questions and field comments pertaining to the recent logging operation on the Town land which yielded approximately \$15k of revenue to the Town. Marilou MacLean requested a meeting with him to review numbers provided in his reports. They arranged to meet on Friday, at 10am, at the Town Office building.

Selectman Zacher stated the suggestion has been made to relocate the large rocks and use the log landing as a parking area. He requested Mr. Nolin's opinion of this idea. Mr. Nolin advised giving consideration to future use for logging access. If the lot remains unimproved (no pavement), it could serve both purposes. He stated that area of land could potentially be recut in 15 years.

Frank Frazier asked him about a timeframe for Phase 2 of the cutting operation. Mr. Nolin suggested regrouping in late spring with all interested parties present. Mr. Frazier will report this back to the Conservation Commission.

Selectman Zacher expressed his positive feedback on the completed work to Mr. Nolin.

- **Approval of Minutes:**

***MOTION: Selectman Robischeau motioned to accept the minutes from November 11, 2019 as drafted. Selectman Zacher seconded, all in favor, motion carries. Selectman Surette abstained.***

- **Public Comments:** Mark Stengel asked for an update on the accident located at the corner of Moose Mtn Rd and Gov's Rd. The Selectmen informed him the insurance company has been called and the Town has 3 years to produce receipts for expenses incurred from repairs to damage. He asked if there was a deductible owed. The Selectmen explained it was a file against the driver's ins. policy only.

Peter Donnelly asked for an update on the previously reported utility poles in the Right of Way (ROW) on Brice Drive. Selectman Surette stated the Board is not taking any action. He added the Town has no responsibility for anything placed in the ROW, and anything placed there cannot impede Town work in the ROW.

Mark Stengel asked for an update on the email process change. Selectman Zacher reminded him this was discussed and resolved at the previous BOS meeting.

Peter Donnelly asked if the work on Brice Drive was completed. The Selectmen reported it was. Mr. Donnelly asked about seeding for grass. Selectman Surette stated he will ask the Road Agent about the status.

In response to an earlier conversation on document retention, Mr. Donnelly suggested any documents being disposed of should be shredded to protect privacy. Archivist Craig Evans stated the only documents requiring shredding are Vital Statistics, all others are public record.

Ed Comeau is asking all GWRSD towns if they have interest in appointing an individual or liaison to represent their town at the school board meetings.

- **Treasurer:** Marilou MacLean provided an updated copy of the budget through the end of November.
- **Tax Collector:** Diana Peckham presented for signature from the Selectmen the annual abatement on the building for the Sanbornville Water District.
- **Administrative Assistant:** Laurie Champy stated Quality Fire Protection was onsite last Wednesday and performed the annual inspection of the fire extinguishers and emergency lighting.
- **Planning Board:** Ed Comeau reported their next regular meeting is scheduled for Monday, December 09, at 7pm, at the Town Office Building.
- **Heritage:** Marilou MacLean stated there will be a news article on the pewter ornaments, made by Hampshire Pewter, in honor of the 225<sup>th</sup> Anniversary of the Town.

She reminded everyone of the upcoming free breakfast for Town residents on Saturday, December 14, from 9-11am, at the Town House. The pewter ornaments made for the Town by Hampshire Pewter will be available to purchase at this event for \$15 each.

- **Cemetery Trustees:** Craig Evans stated their next meeting is scheduled for Wednesday, December 11, at 7pm.
- **Conservation Commission:** Frank Frazier reported they will be meeting tomorrow at 7pm.
- **Emergency Management:** Brad Williamson reported the grant request for the Emergency Management Plan (EMP) and the Hazard Mitigation Plan (HMP) will be sent for approval within 2 weeks.
- **Forest Fire Warden:** Brad Williamson spoke of an opportunity through a Federal program to obtain a newer model forestry truck. There is no initial cost, except for transporting the vehicle. He stated the Town would receive the vehicle title 365 days following the vehicle being placed in service. He suggests selling the existing truck and utilizing those funds for any needed improvements. He expects the vehicle to be available from either Groton, Ct., or Fort Devens AFB in approximately 2 months. He requests approval from the Board to move forward.

**MOTION:** *Selectman Surette made a motion to accept the upgraded Stewart Stevens fire truck. Selectman Robischeau seconded. Discussion - the Selectmen all presented their opinions. Selectmen Surette and Zacher nay. Motion fails to pass.*

- **Other Boards/Committees:** Rose Zacher stated that DRA will be onsite tomorrow at 9:30am to review the Timber Tax process and documentation. She will ask if there is a specific procedure for handling monies from operations performed on Town land.

- **Old Business:**

Policy Review – Ongoing

- **New Business:** The Selectmen discussed the need to address the heating units in the offices. They are original to the building and are showing signs of their age. Laurie reported she needs to turn off the heater when speaking on the phone due to the excessive noise. Selectman Zacher will seek proposals from White Mountain Oil and Ron Laste.

The Selectmen reviewed the options for renewal of the Assessor's contract. The 2 options provided were to perform a town wide assessment all in one year or do 25% per year until complete.

**MOTION:** *Selectman Zacher motioned to take the second option and do 25% per year. Selectman Surette seconded, all in favor, motion carries.*

Selectman Zacher will inform Assessor Rod Wood of their decision and is expecting to be provided with a new contract shortly thereafter.

**MOTION:** *Selectman Zacher motioned to enter nonpublic session under RSA 91:A:3, (II)c.*

**Roll Call:** *Selectman Zacher, yes. Selectman Surette, yes. Selectman Robischeau, yes.*

*Nonpublic session entered at 7:10pm.*

**MOTION:** *Selectman Zacher motioned to leave nonpublic session. Selectman Surette seconded, all in favor, motion carries.*

*Public session re-entered at 7:27pm.*

**MOTION:** *Selectman Zacher made a motion to seal the minutes for one year. Selectman Surette seconded, all in favor, motion carries.*

**Roll Call:** *Selectman Zacher, yes. Selectman Surette, yes. Selectman Robischeau, yes.*

Selectman Robischeau reported he met with Brenda Watts, of Women In Motion, to view the interior of the Town Office building and provide details on the scope of the project. He is expecting a proposal for the interior painting project shortly.

Marilou MacLean said she will be meeting with plasterer Peter Lord in the Town House this Friday.

Following the announcement of the need for ZBA members at the previous BOS meeting, Mr. Fred Cann approached the BOS and expressed his interest in serving.

***MOTION: Selectman Zacher motioned to appoint Fred Cann to the ZBA (for the remainder of Paul Tremblay's term). Selectman Surette seconded, all in favor, motion carries.***

Laurie will inform Mr. Cann of the Board's motion to appoint him and advise him to see the Town Clerk to be sworn in.

The Town received a request from New Durham to participate in performing the Perambulation. The Selectmen recognize the need to participate and desire to do so.

***MOTION: Selectman Surette motioned to appoint Jennifer McKown as Perambulation Selectmen's Representative. Selectman Robischeau seconded, all in favor, motion carries.***

Laurie will call Jennifer and supply her with the contact information for making arrangements directly. Laurie will also call the Town of New Durham to inform them of the Brookfield's decision to appoint Jennifer.

Budget work commenced.

The Selectmen chose pay the cleaning person the additional bonus funds. This optional bonus was implemented years ago in place of giving a raise.

- **Mail/Bills:** Marilou MacLean read the bills aloud.

***MOTION: Selectman Robischeau made a motion to accept the bills as read by Marilou. Selectman Surette seconded, all in favor, motion carries.***

Meeting adjourned at 8:35 pm.

The next regular Selectmen's meeting is scheduled for December 10, 2019 at 6:30pm, in the Town Office Building.

Respectfully submitted,

Laurie M. Champy  
Administrative Assistant