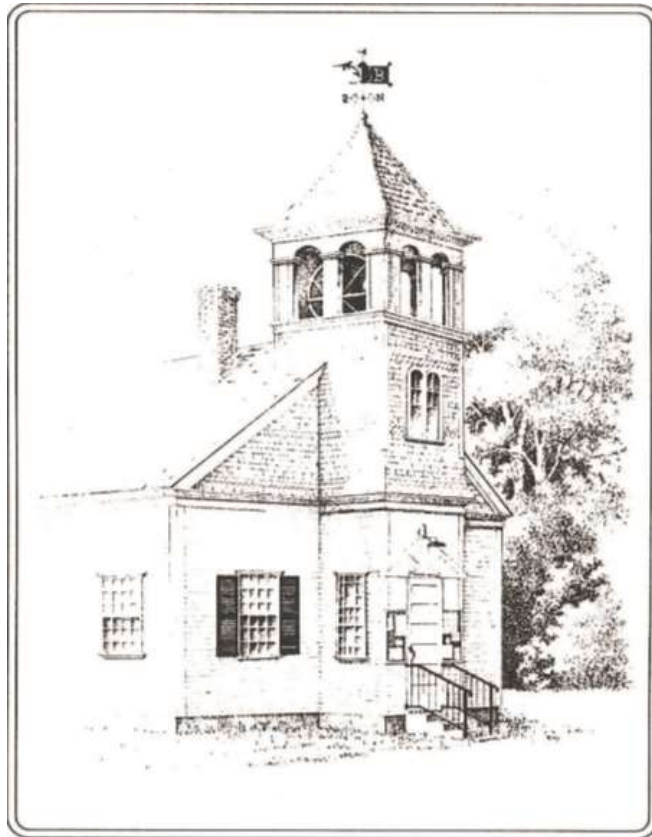


**ANNUAL REPORTS**  
**OF THE TOWN OFFICERS**  
**BROOKFIELD, NEW HAMPSHIRE**  
**2018**



For the fiscal year ending December 31, 2018  
Vital Statistics for 2018



**Annual Reports  
of the  
Town Officers  
Brookfield  
Carroll County  
New Hampshire  
2018**

**Fiscal year ending December 31, 2018**

**Vital Statistics for 2018**

**Town Office Building**

**267 Wentworth Road**

**Brookfield, NH 03872**

**(603) 522-3688 / Fax (603) 522-6245**

**[www.brookfieldnh.org](http://www.brookfieldnh.org)**

**Emergency Telephone Number**

**911**

Fire, Police, and Ambulance

**Selectmen Hours**

Last Saturday of the month at Town Coffee, 8:00 am to 10:00 am  
Town House

**Selectmen Meetings**

Second and Fourth Tuesdays, 6:30 pm  
Town Office Building

**Administrative Assistant Hours**

Wednesday, 8:30 am to 12:30 pm  
Town Office Building

**Town Clerk Hours**

Monday, 11:00 am to 6:00 pm  
Tuesday, 8:30 am to 1:00 pm  
Last Saturday of the month, 9:00 am to 12:00 pm  
Town Office Building

**Tax Collector Hours**

Second and Fourth Fridays, 10:00 am to 2:00 pm  
Town Office Building

**Assessor Hours**

Friday, 8:30 am to 12:30 pm  
Town Office Building

**Building Inspector / Code Enforcement Officer Hours**

By appointment only  
Town Office Building

**Planning Board Meeting**

Third Thursday of the month, 6:30 pm  
Town Office Building

**Conservation Commission Meeting**

First Wednesday of the month, 6:00 pm  
Town Office Building

**Heritage Commission Meeting**

Third Wednesday of the month, 6:00 pm  
Town Office Building

**Joint Loss Management Committee**

Quarterly, 6:00 pm  
Town Office Building

**Trustees of the Trust Funds Meeting**

Quarterly, 6:30 pm  
Town Office Building

**Cemetery Trustees**

Second Thursday of the month, 7:00 pm  
Town Office Building

*Meeting dates and times are subject to change; please check the website.*



# Table of Contents

|   |    |
|---|----|
| <b><u>Dedication</u></b> .....                                  | 4  |
| <b><u>Brookfield Then and Now</u></b> .....                     | 5  |
| <b><u>Town Officials</u></b> .....                              | 7  |
| <b>Warrant – Town Meeting March 13, 2018</b> .....              | 10 |
| <b>Warrant – Town Meeting March 12, 2019</b> .....              | 13 |
| <b>2019 Proposed Town Budget</b> .....                          | 16 |
| <b><u>2019 Operating Budget</u></b> .....                       | 24 |
| <b><u>Board of Selectmen</u></b> .....                          | 25 |
| <b><u>Archivist</u></b> .....                                   | 26 |
| <b><u>Assessor Clerk</u></b> .....                              | 28 |
| <b><u>MS-1 Report</u></b> .....                                 | 29 |
| <b><u>MS-1 Report, cont.</u></b> .....                          | 30 |
| <b><u>MS-1 Report, cont.</u></b> .....                          | 31 |
| <b><u>MS-1 Report, cont.</u></b> .....                          | 32 |
| <b><u>MS-1 Report, cont.</u></b> .....                          | 33 |
| <b><u>Auditors</u></b> .....                                    | 33 |
| <b><u>Cemetery Trustees</u></b> .....                           | 34 |
| <b><u>Code Enforcement Officer</u></b> .....                    | 35 |
| <b><u>Conservation Commission</u></b> .....                     | 36 |
| <b><u>Emergency Management</u></b> .....                        | 37 |
| <b><u>Forest Fire Warden</u></b> .....                          | 38 |
| <b><u>Gafney Library</u></b> .....                              | 39 |
| <b><u>Governor Wentworth Regional School District</u></b> ..... | 40 |
| <b><u>Heritage Commission</u></b> .....                         | 41 |
| <b><u>Joint Loss Management Committee</u></b> .....             | 42 |
| <b><u>Moderator</u></b> .....                                   | 42 |
| <b><u>Planning Board</u></b> .....                              | 43 |
| <b><u>Strafford Regional Planning Commission</u></b> .....      | 43 |
| <b><u>Supervisors of the Checklist</u></b> .....                | 44 |
| <b><u>Tax Collector</u></b> .....                               | 45 |
| <b><u>MS-61 Report</u></b> .....                                | 46 |
| <b><u>MS-61 Report, cont.</u></b> .....                         | 47 |
| <b><u>Town Clerk</u></b> .....                                  | 48 |
| <b><u>Treasurer</u></b> .....                                   | 50 |
| Profit and Loss Statement.....                                  | 50 |
| 2018 Vendor Payments and Payroll.....                           | 52 |
| Payroll – 2018.....   | 53 |
| <b><u>Trustees of The Trust Funds</u></b> .....                 | 56 |
| <b><u>Wakefield Fire and Rescue Department</u></b> .....        | 60 |
| <b><u>Wakefield Police Department</u></b> .....                 | 61 |
| <b><u>Wakefield Transfer Station</u></b> .....                  | 64 |
| <b><u>Zoning Board of Adjustment</u></b> .....                  | 64 |

## Dedication



Our 2018 Annual Town Report is dedicated to Craig F. Evans, our Town Archivist. In 1992 Craig purchased his current home on Moose Mountain Road in Brookfield. He has been restoring the 1785 center chimney cape since that time.

The position of Town Archivist was created by passage of Town Warrant in March, 1994. At that time it was a volunteer position and Craig was named as the Town Archivist by the Selectmen in April, 1994. The primary job of the Archivist is to catalog and maintain Town records and documents. During his 24 year tenure as Town Archivist, Craig has secured grants to have two of the Town's earliest record books restored. If an individual calls and is looking for information on ancestors who lived in Brookfield, Craig has a vast knowledge of our Town history and the early settlers. He has been known to spend hours in the archives or researching information for any one that asks.

In 1999 and 2000, during the planning and construction of the new Town Offices, Craig served as a member of the Building Committee that foresaw the need for a fire-proof vault to house the Town's most valuable records and artifacts. He still spends many hours every year organizing and going through the items that have been donated.

For the March 10, 2009, Town Meeting Craig wrote a Warrant Article to establish a Heritage Commission in Brookfield; he was one of the original members as the Selectmen's Representative. He was instrumental in the organization of the Heritage Commission and establishing its Mission Statement. He has continued to help and offer suggestions as needed.

Craig served as a Selectman from 2008 to 2011; he is currently a Cemetery Trustee and was very involved in developing the new Town Cemetery. He has also held the position of Assistant Moderator for the last several years.

In his "other" life, Craig maintains his psychotherapist practice in the Boston area on a weekly basis. In addition, Craig has been weaving cloth for over 30 years, specializing in spinning, dyeing, and traditional weaves of the late 1700s to early 1800s. He apprenticed with Master Weaver Norman Kennedy from Vermont. Craig has

worked as an artist in residence in Vermont schools, a weaving instructor at Goddard College, and given many slide lectures and hands on demonstrations throughout New England. Craig is well known for offering his help and expertise to Towns, Libraries, and Heritage Commissions in the State of New Hampshire.

The Town deeply appreciates all that Craig has given to the Town in his expertise and willingness to take on various projects over the years. He never does anything half-heartedly and our Town is better for it.

### **Brookfield Then and Now**

*This article was published during the Town Bicentennial. It was written by Carolyn Chase, the author of our town history, "Our Yesterdays". In 2019 the Town celebrates the 225<sup>th</sup> anniversary of our founding.*

They came from Lee and Concord, from Newmarket and Portsmouth, to make a new life for themselves and their families in what is now known as Brookfield. Without benefit of carriages or wagons, families such as the Lyfords, Wiggins, Chamberlains and Robinsons made their way to what was then wilderness and established settlements initially along the Governor's Road. By the 1780's, settlements had spread along the Moose Mountain range and Tumbledown Dick, a mountain named for Oliver Cromwell's ill-fated son. The mountain area, which offers several dependable sources of water and, back then, the advantage of being less marshy and choked with vegetation than lower-lying parts of town, was most conducive to building. The numerous cellar holes in the second-growth forest bear witness to these settlements. Also by the 1780's, Stanton (now Stoneham) Road and Tibbetts Hill were fast-growing communities.

Now, as then, Brookfield is mostly covered with trees—in fact, with many of the same trees under which those old-timers may have sat to take a midday break from their labors. Also, in season, Brookfield is still covered with snow, mud, insects, and falling leaves. As in its past, the land is nearly useless for cash crops and only marginal for grazing. The hills are steep and numerous, and the soil remains a plague of boulders, though our hardworking predecessors dug up and hauled out hundreds of thousands of them with oxen and bare hands. The many miles of stone walls rambling along our roadsides and throughout our forests, more miles than in any other New Hampshire town, tell us of a time when the land was laid open as fields and pastures. Abundant sheep once grazed those fields, producing wool for the textile mills in Somersworth, Manchester and Lowell.

Our agriculturally minded forebearers would be startled by the number of homes without barns today and the scant evidence of husbandry. In the years from 1820 to 1860, tenant farming was the livelihood of many Brookfield residents. One half of their produce they retained, while the other half was paid to landowners such as the Havens, merchant brothers from Portsmouth who owned nearly a third of the property in Brookfield at one time. Much of the land was parceled and sold after 1860, bringing to a close the heyday of tenant farming in the region. Dairy farming boomed after the Civil War and, though few townsfolk now keep livestock, a number of the old barns remain to tell the story.

Early Brookfield was home to grist, bobbin, cider, and shingle mills, several sawmills, tanneries, cobbler shops, blacksmiths, inns and stores. At the start of the twentieth century, summer cottage development on Cook's Pond (now Kingswood Lake) and Mountain Lake dramatically altered the economy of the town. Manufacturing enterprises have been replaced by numerous cottage industries. Home businesses still flourish in Brookfield.

Gone are Brookfield's post office, taverns, and eight one-room schools, five of which were located in the Moose Mountain region. Several of the schoolhouses are now private homes, and one is being retained as a future museum for the town. Our historic town hall, built in the 1920's, is listed in the *National Register of Public Buildings* and continues to be used for annual town meetings and other community functions. Today we rely on



the nearby communities of Wakefield and Wolfeboro for such services as schools, shopping and police and fire protection.

Brookfield's early residents would not be surprised by the number of new houses, for they lived here during a boom in settlement that saw the population rise to just more than 500 by the time of the 1800 census—only a bit smaller than today's population. In 1820, the number of residents peaked at 690, then steadily dropped to approximately 140 in 1940, a level that barely changed until the town's second boom in the sixties and seventies. Until 1794, Brookfield was part of Middleton, but the irreconcilable barrier of the Moose Mountain range proved sufficient grounds for divorce. Residents of the second (northern) division petitioned for incorporation because getting to the Middleton meeting place was "very inconvenient for Town Meetings, public worship and other necessary Town privileges," owing to limited access over the mountains. Petitioners were granted that right by the act of the legislature on December 30, 1794. In 1840, the town became part of the newly formed Carroll County.

Brookfield has long been a residential, rural community, resistant to the commercial development that has affected so many New Hampshire towns. It will long continue to be an agreeable hometown for a modest number of people of modest means, moderate politics and middling disposition. One is reminded of these lines from a poem by an old Brookfieldian:

*So what's the point of idle fears?  
Old Brookfield's stood the test of years –  
Set in granite, framed in oak,  
A sturdy home for hardy folk,  
Who made it through the Civil War,  
Epidemics, and a score  
Of fires, floods, and hurricanes  
Earthquakes, blizzards, acid rains.*

To which we can add only:  
*Let's drink a toast to this and more:  
"Here's to 2094!"*

Respectfully submitted,  
Marilou MacLean  
*Heritage Commission*

## **Town Officials**

| <i><b>Position</b></i>               | <i><b>Individual</b></i>          | <i><b>Term Expires<br/>(E=Elected /<br/>A=Appointed)</b></i> |
|--------------------------------------|-----------------------------------|--|
| <b>Selectmen</b>                     | Brian Robischeau, Chair           | 2019 – E   |
|                                      | Rick Surette, Vice Chair          | 2020 – E   |
|                                      | Richard Zacher                    | 2021 – E   |
| <b>Administrative Assistant</b>      | Laurie M. Champy                  | A  |
| <b>Agricultural Commission</b>       | Ed Nason, Chair                   | A  |
|                                      | Brian Robischeau, Selectmen’s Rep |  |
| <b>Archivist</b>                     | Craig Evans                       | A  |
|                                      | Patricia Golden, Assistant        | A  |
|                                      | Kristin Whitworth, Assistant      | A  |
| <b>Auditors</b>                      | Laurie M. Champy                  | 2019 – E   |
|                                      | Amanda Pierce                     | 2020 – E   |
| <b>Ballot Clerks</b>                 | Douglas Vanderpool                | A  |
|                                      | Frank Frazier                     | A  |
|                                      | Rob Collins                       | A  |
|                                      | Roberta Holland                   | A  |
|                                      | Sandy Prior                       | A  |
| <b>Board of Assessors</b>            | Selectmen                         |  |
|                                      | R. B. Wood & Associates, LLC      |  |
|                                      | Bob Nielsen, Assessor Clerk       | A  |
| <b>Cemetery Trustees</b>             | Craig Evans                       | 2021 – E   |
|                                      | Roberta Holland                   | 2020 – E   |
|                                      | Rick Surette                      | 2019 – E   |
|                                      | Rick Surette, Selectmen’s Rep.    |  |
| <b>Code Enforcement Officer</b>      | Ed Nason                          | A  |
| <b>Conservation Commission</b>       | Bob Nielsen, Chair                | 2020 – A   |
|                                      | Frank Frazier, Vice Chair         | 2020 – A   |
|                                      | Jean Jones                        | 2019 – A   |
|                                      | George Yeager, Alternate          | 2019 – A   |
|                                      | Peter Baker, Alternate            | 2021 – A   |
|                                      | Richard Zacher, Selectmen’s Rep   |  |
| <b>Emergency Management Director</b> | Bradford N. Williamson, Director  | A  |
|                                      | William Nelson, Deputy Director   | A  |

| <b><i>Position</i></b>          | <b><i>Individual</i></b>          | <b><i>Term Expires<br/>(E=Elected /<br/>A=Appointed)</i></b> |
|---------------------------------|-----------------------------------|--|
| <b>Forest Fire Wardens</b>      | Bradford N. Williamson, Warden    | A  |
|                                 | Janet S. Williamson, Deputy       | A  |
|                                 | Michael Moore, Deputy             | A  |
|                                 | David Champy II, Deputy           | A  |
| <b>Health Officer</b>           | Dr. William Marsh                 | A  |
| <b>Heritage Commission</b>      | Marilou MacLean, Chair            | 2019 – A   |
|                                 | Harriet Wilson                    | 2020 – A   |
|                                 | Karen Servacek                    | 2021 – A   |
|                                 | Robert Servacek                   | 2021 – A   |
|                                 | Ron Prior                         | 2021 – A   |
|                                 | Brian Robischeau, Selectmen’s Rep |  |
| <b>Joint Loss Management</b>    | Brian Robischeau, Chair           | A  |
|                                 | Marilou MacLean                   | A  |
|                                 | Laurie M. Champy                  | A  |
| <b>Moderator</b>                | Dr. William Marsh                 | 2020 – E   |
|                                 | Craig Evans, Assistant Moderator  | A  |
| <b>Newsletter</b>               | Sarah Straz                       | Volunteer  |
|                                 | Laurie M. Champy                  | A  |
| <b>Planning Board</b>           | David Champy II, Chair            | 2020 – E   |
|                                 | Geary Ciccarone, Vice Chair       | 2021 – E   |
|                                 | Ed Comeau                         | 2019 – E   |
|                                 | Tim Straz                         | 2021 – A   |
|                                 | Dianne Smith                      | 2019 – E   |
|                                 | Tom Beeler, Admin Asst.           |  |
|                                 | Rick Surette, Selectmen’s Rep     |  |
| <b>Road Agent</b>               | T.E.N. Construction               | A  |
| <b>Supervisors of Checklist</b> | Rose Zacher                       | 2024 – E   |
|                                 | Cheryl Perry                      | 2020 – E   |
|                                 | Karen Servacek                    | 2022 – E   |
| <b>Tax Collector</b>            | Diana Peckham                     | 2019 – E   |
|                                 | Rose Zacher, Deputy               | A  |
| <b>Town Clerk</b>               | Virginia A. McGinley              | 2019 – E   |
|                                 | Jennifer McKown, Deputy           | A  |

| <b><i>Position</i></b>                  | <b><i>Individual</i></b>   | <b><i>Term Expires<br/>(E=Elected /<br/>A=Appointed)</i></b> |
|---|--|--|
| <b>Treasurer</b>                        | Marilou MacLean<br>Cheryl Giguere, Assistant   | 2019 – E<br>A  |
| <b>Trustees of Trust Funds</b>          | Richard Nordin, Chair<br>Thomas Lavender<br>Ken Premo  | 2021 – E<br>2019 – E<br>2020 – E                             |
| <b>Welfare Officer</b>                  | Lynn Watts   | A  |
| <b>Webmaster</b>                        | CivicCMS<br>Laurie M. Champy<br>Rose Zacher  | A<br>A<br>A  |
| <b>Zoning Board of Adjustment</b>       | Frank Frazier, Chair<br>Paul Tremblay, Vice Chair<br>Ernie Brown<br>Richard Mauser<br>Brian Robischeau, Selectmen’s Rep<br>Tom Beeler, Secretary | 2021 – A<br>2020 – A<br>2019 – A<br>2020 – A                 |
| <b>Wakefield Animal Control Officer</b> | David Landry   |  |
| <b>Wakefield Fire Chief</b>             | Todd Nason   |  |
| <b>Wakefield Police Chief</b>           | John Ventura   |  |



## Warrant – Town Meeting March 13, 2018



*State of New Hampshire*

The inhabitants of the Town of Brookfield in the County of Carroll in said State qualified to vote in Town affairs.

You are hereby notified to meet at the Town House in said Brookfield on Tuesday, the Thirteenth of March, next, to act upon warrant Article 1 by official ballot. Polls will be open from 1:00 pm to 6:00 pm.

And you are hereby further notified to meet at the Town House in said Brookfield on the same day beginning at 7:00 pm to act upon the following Articles 2 thru 13.

1. To choose all necessary Town Officers for the coming year - *By Ballot.*
2. To see if the Town will vote to raise and appropriate the sum of **\$20,000** to be deposited into the Moose Mountain Capital Reserve Fund. (*Majority Vote Required*). *The Selectmen recommend this appropriation. Passed as read.*
3. To see if the Town will vote to raise and appropriate the sum of **\$16,750** in order to fund the balance of the Moose Mountain Bridge engineering and to fund this appropriation by authorizing the withdrawal of the said sum from the Moose Mountain Capital Reserve Fund. (*Majority Vote Required*) *The Selectmen recommend this appropriation. Passed as read*
4. To see if the Town will vote to raise and appropriate the sum of **\$80,000** to be deposited into the Road and Bridge Repair Capital Reserve Fund. (*Majority Vote Required*). *The Selectmen recommend this appropriation. Passed as read*
5. To see if the Town will vote to raise and appropriate the sum of **\$80,000** for the major repair of Town Roads and to fund this appropriation by authorizing the withdrawal of said sum from the Road and Bridge Repair Capital Reserve Fund. (*Majority Vote Required*). *The Selectmen recommend this appropriation. Passed as read*
6. To see if the Town will vote to raise and appropriate the sum of **\$500** to be deposited into the Conservation Fund. (*Majority Vote Required*). *The Selectmen recommend this appropriation. Passed as read*

7. To see if the Town will vote to raise and appropriate the sum of **\$500** to be deposited into the Heritage Fund. *(Majority Vote Required). The Selectmen recommend this appropriation. **Passed as read***
8. To see if the Town will vote to raise and appropriate the sum of **\$30,000** to be deposited into the Town House Repair Capital Reserve Fund *(Majority Vote Required). The Selectmen recommend this appropriation. **Passed as read***
9. To see if the Town will vote to increase the veterans' tax credit from \$100 to \$250 and to adopt the provisions of RSA 72:28-b so that the veterans' tax credit will be available not only to persons who served in a qualifying war or armed conflict but also to all persons who are residents of New Hampshire who served not less than 90 days on active service in the armed forces of the United States and were honorably discharged or separated from service, or the spouse or surviving spouse of such residents, provided the person is not eligible for and is not already receiving a veteran's credit under RSA 72:28 or a tax credit for service connected total disability under RSA 72:35. *(Majority Vote Required) The Selectmen recommend this petition. **Passed as read***
10. To see if the Town will vote to designate the Selectmen as the agents to expend funds from the Town Building & Ground Maintenance Capital Reserve Fund. *(Majority Vote Required) The Selectmen recommend this petition. **Passed as read***
11. To see if the Town will vote to raise and appropriate the sum of **\$5,000** to be deposited in the Town Garage and Storage Shed Capital Reserve Fund. *(Majority Vote Required) The Selectmen recommend this appropriation. **Passed as read***
12. To see if the Town will vote to recognize the separate functions of the Town Treasurer (RSA 41:29) from the Board of Selectmen's responsibility to manage the financial affairs of the Town (RSA 41:9) in the following manner:
  1. Create and staff a "Financial Administrative Assistant" position for the purpose of assisting Board of Selectmen manage the Town's financial affairs (Acct# 4130)
  2. Raise and appropriate \$11,800 for purpose of the Financial Administrative Assistant wages.
  3. Eliminate the staff position created May 9, 2017 to review the Treasurer's monthly bank reconciliations and annual reports (Acct# 4150.2) and reduce that budget line by \$600
  4. Reduce the Treasurer's annual salary (Acct# 4150.1) by \$10,000 to \$2,500 to reflect the duties that position as defined in RSA 41:29.

*(Petition Warrant Article – Majority Vote Required) The Selectmen do not recommend this petition warrant article. An amendment was made by Frank Frazier to Delete Items 3 & 4 in their entirety form the warrant article. The amendment passed as read.*

*A secret ballot was called for in accordance to RSA 40:4-a, 1, a. The vote of the secret ballots were 22 votes yes; 32 votes no. The warrant article failed as read.*

13. To see if the Town will vote to raise and appropriate the Selectmen's recommended sum of **\$798,129** for the Town Operating Budget. Said sum does not include special or individual articles addressed in this Warrant. *(Majority Vote Required). The Selectmen recommend this appropriation. An amendment was made by Bradford Williamson to increase the Forestry Budget Line 4225.300 (Expenses) to \$1,750 for the purchase and securing Forest Fire Fighting equipment to complete last year's purchases. The amendment passed as read.*

*The new amount of Selectmen's recommended sum is \$799,878. The amendment passed as read.*

Richard Zacher \_\_\_\_\_ Date \_\_\_\_\_

Brian Robischeau \_\_\_\_\_ Date \_\_\_\_\_

Richard Surette \_\_\_\_\_ Date \_\_\_\_\_

## Warrant – Town Meeting March 12, 2019



*State of New Hampshire*

The inhabitants of the Town of Brookfield in the County of Carroll in said State qualified to vote in Town affairs.

You are hereby notified to meet at the Town House in said Brookfield on Tuesday, the Twelfth day of March, next, to act upon warrant Article 1 and 2 by official ballot. Polls will be open from 1:00 pm to 6:00 pm.

And you are hereby further notified to meet at the Town House in said Brookfield on the same day beginning at 7:00 pm to act upon the following Articles 3 thru 17.

1. To choose all necessary Town Officers for the coming year - *By Ballot.*
2. Do you approve of having 2 sessions for the Annual Town Meeting in this Town, the first session for choice of town officers elected by an official ballot and other actions required to be inserted on said official ballot and the second session, on a date set by the Selectmen, for transaction of other business? *(Majority Vote Required) The Selectmen recommend this article. – By Ballot*
3. To see if the Town will vote to raise and appropriate the sum of **\$30,000** to be deposited into the Moose Mountain Capital Reserve Fund. *(Majority Vote Required) The Selectmen recommend this appropriation.*
4. To see if the Town will vote to raise and appropriate the sum of **\$80,000** to be deposited into the Road and Bridge Repair Capital Reserve Fund. *(Majority Vote Required) The Selectmen recommend this appropriation.*
5. To see if the Town will vote to raise and appropriate the sum of **\$170,000** for the major repair of Town Roads and to fund this appropriation by authorizing the withdrawal of said sum from the Road and Bridge Repair Capital Reserve Fund. *(Majority Vote Required) The Selectmen recommend this appropriation.*
6. To see if the Town will vote to raise and appropriate the sum of **\$500** to be deposited into the Conservation Fund. *(Majority Vote Required) The Selectmen recommend this appropriation.*



7. To see if the Town will vote to raise and appropriate the sum of **\$500** to be deposited into the Heritage Fund. *(Majority Vote Required) The Selectmen recommend this appropriation.*
8. To see if the Town will vote to raise and appropriate the sum of **\$15,000** to be deposited into the Town House Repair Expendable Trust Fund *(Majority Vote Required) The Selectmen recommend this appropriation.*
9. To see if the Town will vote to raise and appropriate the sum of **\$2,000** to be deposited into the Town Building Office Equipment Expendable Trust Fund. *(Majority Vote Required) The Selectmen recommend this appropriation.*
10. To see if the Town will vote to establish a Cable/Internet Capital Reserve Fund and raise and appropriate the sum of **\$25,000** to be deposited into the Cable/Internet Capital Reserve Fund. Further, to designate the Selectmen as the agents to expend. *(Majority Vote Required) The Selectmen recommend this appropriation.*
11. To see if the Town will vote to raise and appropriate the sum of **\$10,000** for professional restoration of Town Record Book Seven, and to fund this appropriation by authorizing withdrawal of **\$3,000** from the Records Preservation Capital Reserve Fund (fund balance \$11,818.21 as of 12/31/2018), with the balance of **\$7,000** to be raised by taxation. *(Majority Vote Required) The Selectmen recommend this appropriation.*
12. To see if the Town will vote to raise and appropriate the sum of **\$6,000** for the purchase and installation of veterans' memorial monuments and authorize the withdrawal of \$2,564.76 from the Veterans Memorial Capital Reserve Fund (fund balance \$2,564.76 as of 12/31/2018), with the balance of \$3,435.24 to be raised by taxation. *(Majority Vote Required) The Selectmen recommend this appropriation.*
13. To see if the Town will vote to discontinue the Veterans Memorial Capital Reserve Fund created in 2017. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the Town's Operating Budget. *In the event Warrant #12 does not pass, this Warrant will not need consideration. (Majority Vote Required) The Selectmen recommend this appropriation.*
14. To see if the Town will vote to raise the hourly pay rate for the Supervisors of the Checklist from \$13 per hour to \$16 per hour from this point forward. *(Majority Vote Required) The Selectmen recommend this appropriation.*
15. To see if the Town will vote to name the Trust Fund created March 8, 2016, by Warrant Article #21, to "Private Donations – Cemetery Expendable Trust Fund". This naming is for clarification purposes only; the purpose of the fund remains the same. *(Majority Vote Required) The Selectmen recommend this article.*

**16.** To see if the Town will vote to raise and appropriate the Selectmen's recommended sum of **\$954,847** for the Town Operating Budget. Said sum does not include special or individual articles addressed in this Warrant. *(Majority Vote Required) The Selectmen recommend this appropriation.*

Brian Robischeau \_\_\_\_\_ Date \_\_\_\_\_

Richard Zacher \_\_\_\_\_ Date \_\_\_\_\_

Richard Surette \_\_\_\_\_ Date \_\_\_\_\_

## 2019 Proposed Town Budget

(Warrant Articles Included)

As of December 31, 2018

| Town<br>Account<br>Number | Description                                     | 2018<br>Budget | 2018<br>Actual   | 2018<br>Balance<br>Left | 2019<br>Warrant<br># | 2019<br>Proposed<br>Budget |
|---------------------------|---|----------------|------------------|-------------------------|----------------------|----------------------------|
| <b>REVENUE</b>            |   |                |                  |                         |                      |                            |
| <b>3110</b>               | <b>Property Taxes</b>                           |                |                  |                         |                      |                            |
| 3110.110                  | Property Tax                                    |                | 2,034,596        | 2,034,596               |                      |                            |
| 3110.130                  | Overpayment Refunds/Abatement                   |                |                  |                         |                      |                            |
| 3115.100                  | Lien Redemptions                                |                | 0                | 0                       |                      |                            |
| 3110.150                  | Property Taxes - Other                          |                |                  |                         |                      |                            |
|                           | <b>Total Property Taxes</b>                     |                | <b>2,034,596</b> | <b>2,034,596</b>        |                      |                            |
| <b>3120</b>               | <b>Land Use Change Tax</b>                      |                |                  |                         |                      |                            |
| 3120.100                  | Land Use Taxes                                  | 15,000         | 16,750           | -1,750                  |                      | 40,000                     |
|                           | <b>Total Land Use Change Tax</b>                | <b>15,000</b>  | <b>16,750</b>    | <b>-1,750</b>           |                      | <b>40,000</b>              |
| <b>3185</b>               | <b>Yield/Excavation Taxes</b>                   |                |                  |                         |                      |                            |
| 3185.100                  | Yield Taxes                                     | 8,000          | 18,357           | -10,357                 |                      | 10,000                     |
|                           | <b>Total Yield Taxes</b>                        | <b>8,000</b>   | <b>18,357</b>    | <b>-10,357</b>          |                      | <b>10,000</b>              |
| <b>3189</b>               | <b>Other Taxes</b>                              | <b>0</b>       | <b>0</b>         |                         |                      | <b>0</b>                   |
| <b>3190</b>               | <b>Penalties &amp; Interest</b>                 |                |                  |                         |                      |                            |
| 3190.100                  | Yield Tax Interest                              | 0              | 148              | -148                    |                      | 0                          |
| 3190.110                  | Property Tax Interest                           | 5,000          | 7,595            | -2,595                  |                      | 7,000                      |
| 3190.120                  | Lien Interest                                   | 10,000         | 13,595           | -3,595                  |                      | 10,000                     |
| 3190.150                  | Other Interest & Penalty                        |                | 3                | -3                      |                      | 0                          |
|                           | <b>Total Penalties &amp; Interest</b>           | <b>15,000</b>  | <b>21,341</b>    | <b>-6,341</b>           |                      | <b>17,000</b>              |
| <b>3220</b>               | <b>Motor Vehicle Permit Fees</b>                |                |                  |                         |                      |                            |
| 3220.100                  | Motor Vehicle Permits                           | 130,000        | 176,022          | -46,022                 |                      | 170,000                    |
|                           | <b>Total Motor Vehicle Permit Fees</b>          | <b>130,000</b> | <b>176,022</b>   | <b>-46,022</b>          |                      | <b>170,000</b>             |
| <b>3230</b>               | <b>Building Permits</b>                         |                |                  |                         |                      |                            |
| 3230.100                  | Building Permits                                | 6,000          | 7,697            | -1,697                  |                      | 5,000                      |
|                           | <b>Total Building Permits</b>                   | <b>6,000</b>   | <b>7,697</b>     | <b>-1,697</b>           |                      | <b>5,000</b>               |
| <b>3290</b>               | <b>Other Licenses, Permits &amp; Fees</b>       |                |                  |                         |                      |                            |
| 3290.100                  | Dog Licenses                                    | 500            | 661              | -161                    |                      | 500                        |
| 3290.101                  | Dog License Fines                               | 0              | 21               | -21                     |                      | 0                          |
| 3290.110                  | Land Fill Permits                               | 1,000          | 2,263            | -1,263                  |                      | 500                        |
| 3290.115                  | Boat Registrations                              | 0              | 259              | -259                    |                      | 0                          |
| 3290.120                  | Other   | 500            | 701              | -201                    |                      | 900                        |
|                           | <b>Total Other Licenses, Permits &amp; Fees</b> | <b>2,000</b>   | <b>3,905</b>     | <b>-1,905</b>           |                      | <b>1,900</b>               |

| Town Account Number  | Description  | 2018 Budget    | 2018 Actual      | 2018 Balance Left | 2019 Warrant # | 2019 Proposed Budget |
|----------------------|--|----------------|------------------|-------------------|----------------|----------------------|
| 3351                 | <i>Shared Revenue Block Grant</i>                                    | 0              | 0                | 0                 |                | 0                    |
| 3352                 | <i>Rooms &amp; Meals Tax Dist.</i>                                   | 30,000         | 36,534           | -6,534            |                | 25,000               |
| 3353                 | <i>Highway Block Grant</i>   | 15,000         | 33,458           | -18,458           |                | 25,000               |
| 3359                 | <i>Other State Grant &amp; Reimbursement</i>                         | 5,000          | 2,005            | 2,995             |                | 500                  |
| 3501                 | <i>Sale of Municipal Property</i>                                    | 500            | 339              | 161               |                | 300                  |
| 3502                 | <i>Interest on Investments</i>                                       | 750            | 4,421            | -3,671            |                | 3,500                |
| 3503                 | <i>Town Owned Property-Income</i>                                    | 0              | 0                | 0                 |                | 0                    |
| 3508                 | <i>Contributions &amp; Donations</i>                                 | 0              | 0                | 0                 |                | 0                    |
| 3509                 | <i>Misc. Income - Grant Income</i>                                   | 0              | 600              | -600              |                | 5,000                |
| <b>3915</b>          | <b><i>Transfer from Capital Reserve</i></b>                          |                |                  |                   |                |                      |
| 3915.400             | Road & Bridge Repair<br>Moose Mountain Capital Reserve<br>Fund       | 80,000         | 0                | 80,000            | #5             | 170,000              |
| 3915.500             | Veterans Memorial Funds<br>Records Preservation Capital Reserve Fund | 16,750         | 16,750           | 0                 | #12<br>#11     | 0<br>2,564<br>3,000  |
|                      | <b><i>Total Transfer from Capital Reserve</i></b>                    |                |                  |                   |                | <b>175,564</b>       |
| <b>3916</b>          | <b><i>Transfer from Expendable Trust Funds</i></b>                   |                |                  |                   |                |                      |
|                      | Property Revaluation   | 0              | 0                | 0                 |                | 22,000               |
|                      | Town House Repairs   | 0              | 0                | 0                 |                | 60,000               |
|                      | Town Building Office Equipment                                       |                |                  |                   |                | 4,000                |
|                      | <b><i>Total Transfer from Expendable Trust</i></b>                   | <b>96,750</b>  | <b>16,750</b>    | <b>80,000</b>     |                | <b>86,000</b>        |
|                      | <b><i>Transfer from Misc. Sources</i></b>                            |                |                  |                   |                |                      |
|                      | Conservation Comm-Forest<br>Management Plan                          | 5,000          | 1,000            |                   |                | 0                    |
|                      | Cemetery Maintenance &<br>Improvement Expendable Trust<br>Fund       | 0              | 345              | -345              |                | 0                    |
|                      | <b><i>Total Transfer from Misc. Sources</i></b>                      | <b>5,000</b>   | <b>1,345</b>     | <b>3,655</b>      |                | <b>0</b>             |
| <b>Total Revenue</b> |  | <b>329,000</b> | <b>2,374,726</b> | <b>2,045,726</b>  |                | <b>564,764</b>       |

| Town Account Number       | Description  | 2018 Budget   | 2018 Actual   | 2018 Balance Left | 2019 Warrant # | 2019 Proposed Budget |
|---------------------------|--|---------------|---------------|-------------------|----------------|----------------------|
| <b>EXPENSES</b>           |  |               |               |                   |                |                      |
| <b>GENERAL GOVERNMENT</b> |  |               |               |                   |                |                      |
| <b>4130</b>               | <b>Executive</b>   |               |               |                   |                |                      |
| 4130.101                  | Selectmen's Salary   | 15,000        | 15,000        | 0                 |                | 15,000               |
| 4130.102                  | Board Secretary Salary                                     | 7,750         | 8,052         | -302              |                | 9,200                |
| 4130.200                  | Board Expenses   | 200           | 159           | 41                |                | 200                  |
| 4130.203                  | NH Municipal - Dues  | 1,050         | 1,050         | 0                 |                | 1,071                |
| 4130.205                  | Selectmen's Expenses                                       | 200           | 259           | -59               |                | 200                  |
|                           | Office & Computer Supplies & Equipment                     | 1,200         | 705           | 495               |                | 1,000                |
| 4130.300                  | Public Notices   | 300           | 408           | -108              |                | 300                  |
| 4130.800                  | Town Meeting Expenses                                      | 800           | 686           | 114               |                | 800                  |
| 4130.350                  | Town Contracts - IT  | 2,500         | 2,084         | 416               |                | 2,500                |
| 4130.400                  | Perambulation of Town Lines                                | 1             | 0             | 1                 |                | 1                    |
|                           | Contingency  | 5,000         | 0             | 5,000             |                | 5,000                |
|                           | <b>Total Executive</b>                                     | <b>34,001</b> | <b>28,403</b> | <b>5,598</b>      |                | <b>35,272</b>        |
| <b>4140-4149</b>          | <b>Election, Registration &amp; Vital Statistics</b>       |               |               |                   |                |                      |
| 4140                      | Registration, Vital Statistics                             |               |               |                   |                |                      |
| 4140.101                  | Salary - Town Clerk  | 14,000        | 14,000        | 0                 |                | 14,000               |
| 4140.102                  | Salary - Deputy Town Clerk                                 | 1,800         | 1,755         | 45                |                | 1,950                |
| 4140.200                  | Expenses   | 765           | 722           | 43                |                | 450                  |
| 4140.210                  | Software - Clerkworks                                      | 325           | 291           | 34                |                | 297                  |
| 4140.270                  | Mileage  | 250           | 85            | 165               |                | 200                  |
| 4140.310                  | Dues & Workshop  | 1,000         | 556           | 444               |                | 1,000                |
| 4140.350                  | Local IT Support   | 500           | 920           | -420              |                | 500                  |
|                           | <b>Total Registration, Vital Statistics</b>                | <b>18,640</b> | <b>18,329</b> | <b>311</b>        |                | <b>18,397</b>        |
| 4141                      | Supervisor of the Check List                               |               |               |                   |                |                      |
| 4141.101                  | Salaries   | 2,250         | 2,262         | -12               | #14            | 2,050                |
| 4141.200                  | Expenses   | 275           | 17            | 258               |                | 50                   |
| 4141.270                  | Mileage  | 200           | 10            | 190               |                | 50                   |
| 4141.300                  | Public Notices   | 400           | 493           | -93               |                | 240                  |
|                           | <b>Total Supervisors of the Check List</b>                 | <b>3,125</b>  | <b>2,782</b>  | <b>343</b>        |                | <b>2,390</b>         |
| 4142                      | Elections  |               |               |                   |                |                      |
| 4142.101                  | Salaries-Moderator, Election Officials                     | 1,637         | 1,779         | -142              |                | 400                  |
| 4142.200                  | Expenses   | 1             | 0             | 1                 |                | 1                    |
| 4142.270                  | Mileage  | 1             | 0             | 1                 |                | 1                    |
| 4142.300                  | Public Notices   | 1             | 0             | 1                 |                | 1                    |
| 4142.310                  | Dues & Workshop  | 60            | 0             | 60                |                | 60                   |
|                           | <b>Total Elections</b>                                     | <b>1,700</b>  | <b>1,779</b>  | <b>-79</b>        |                | <b>463</b>           |
|                           | <b>Total Election, Registration &amp; Vital Statistics</b> | <b>23,465</b> | <b>22,890</b> | <b>575</b>        |                | <b>21,250</b>        |

| Town Account Number | Description                             | 2018 Budget   | 2018 Actual   | 2018 Balance Left | 2019 Warrant # | 2019 Proposed Budget |
|---------------------|---|---------------|---------------|-------------------|----------------|----------------------|
| <b>4150-4157</b>    | <b>Financial Administration</b>         |               |               |                   |                |                      |
| 4150                | Treasurer                               |               |               |                   |                |                      |
| 4150.100            | Salary - Treasurer                      | 12,500        | 12,500        | 0                 |                | 12,500               |
| 4150.200            | Expenses                                | 1,150         | 1,095         | 55                |                | 1,500                |
| 4150.210            | Software                                | 200           | 120           | 80                |                | 325                  |
| 4150.310            | Dues & Workshop                         | 300           | 225           | 75                |                | 400                  |
|                     | <b>Total Treasurer</b>                  | <b>14,150</b> | <b>13,940</b> | <b>210</b>        |                | <b>14,725</b>        |
| 4151                | Tax Collector                           |               |               |                   |                |                      |
| 4151.100            | Salary - Tax Collector                  | 14,000        | 14,000        | 0                 |                | 14,000               |
| 4151.102            | Salary - Deputy Tax Collector           | 800           | 683           | 118               |                | 800                  |
| 4151.200            | Expenses                                | 589           | 924           | -335              |                | 1,000                |
| 4151.210            | Software                                | 1,500         | 1,537         | -37               |                | 1,600                |
| 4151.250            | Tax Lien Searches                       | 750           | 265           | 485               |                | 750                  |
| 4151.270            | Mileage                                 | 100           | 200           | -100              |                | 350                  |
| 4151.310            | Dues & Workshop                         | 400           | 302           | 98                |                | 500                  |
|                     | <b>Total Tax Collector</b>              | <b>18,139</b> | <b>17,910</b> | <b>229</b>        |                | <b>19,000</b>        |
| 4152                | Assessor/Assessor Clerk                 |               |               |                   |                |                      |
| 4152.100            | Salary - Assessor Clerk                 | 3,500         | 3,177         | 324               |                | 3,500                |
| 4152.150            | Salary - Deputy Assessor Clerk          | 750           | 0             | 750               |                | 750                  |
| 4152.200            | Expenses                                | 300           | 0             | 300               |                | 300                  |
| 4152.210            | Software                                | 2,000         | 1,474         | 526               |                | 2,000                |
| 4152.270            | Mileage                                 | 100           | 0             | 100               |                | 100                  |
| 4152.310            | Dues & Workshop                         | 200           | 20            | 180               |                | 200                  |
| 4152.320            | Tax Map Maintenance                     | 750           | 775           | -25               |                | 800                  |
| 4152.350            | Assessing Contract (Rod Wood)           | 4,000         | 3,150         | 850               |                | 4,000                |
|                     | <b>Total Assessor/Assessor Clerk</b>    | <b>11,600</b> | <b>8,596</b>  | <b>3,005</b>      |                | <b>11,650</b>        |
| 4154                | Trustee of the Trust Funds              |               |               |                   |                |                      |
| 4154.100            | Salary - Trustee of the Trust Funds     | 450           | 450           | 0                 |                | 450                  |
| 4154.200            | Expenses/Dues                           | 50            | 0             | 50                |                | 50                   |
| 4154.310            | Dues & Workshop                         | 200           | 0             | 200               |                | 200                  |
|                     | <b>Total Trustee of the Trust Funds</b> | <b>700</b>    | <b>450</b>    | <b>250</b>        |                | <b>700</b>           |
| 4157                | Auditing                                |               |               |                   |                |                      |
| 4157.100            | Audits - Town & Professional            | 4,500         | 985           | 3,515             |                | 3,000                |
| 4157.200            | Expenses                                | 1             | 0             | 1                 |                | 0                    |
|                     | <b>Total Auditing</b>                   | <b>4,501</b>  | <b>985</b>    | <b>3,516</b>      |                | <b>3,000</b>         |
|                     | <b>Total Financial Administration</b>   | <b>49,090</b> | <b>41,880</b> | <b>7,210</b>      |                | <b>49,075</b>        |
| <b>4153</b>         | <b>Legal Expenses</b>                   |               |               |                   |                |                      |
| 4153.301            | Selectmen                               | 5,000         | 5,380         | -380              |                | 5,000                |
| 4153.302            | Planning Board                          | 5,000         | 0             | 5,000             |                | 5,000                |

| Town Account Number   | Description  | 2018 Budget   | 2018 Actual   | 2018 Balance Left | 2019 Warrant # | 2019 Proposed Budget |
|-----------------------|--|---------------|---------------|-------------------|----------------|----------------------|
| 4153.303              | Zoning Board   | 5,000         | 308           | 4,692             |                | 5,000                |
|                       | <b>Total Legal Expenses</b>                                | <b>15,000</b> | <b>5,689</b>  | <b>9,311</b>      |                | <b>15,000</b>        |
| <b>4160</b>           | <b>Revaluation of Property</b>                             |               |               |                   |                |                      |
| 4160.100              | Salary - Revaluation                                       | 1             | 0             | 1                 |                | 22,000               |
|                       | <b>Total Revaluation of Property</b>                       | <b>1</b>      | <b>0</b>      | <b>1</b>          |                | <b>22,000</b>        |
| <b>4170</b>           | <b>Personnel Administration</b>                            |               |               |                   |                |                      |
| 4170.100              | Employer Portion of Payroll Taxes<br>Worker's Compensation | 6,500         | 7,409         | -909              |                | 8,000                |
| 4170.200              | Insurance  | 1,323         | 1,323         | 0                 |                | 702                  |
|                       | <b>Total Personnel Administration</b>                      | <b>7,823</b>  | <b>8,732</b>  | <b>-909</b>       |                | <b>8,702</b>         |
| <b>4191-<br/>4192</b> | <b>Planning &amp; Zoning</b>                               |               |               |                   |                |                      |
| 4191                  | Planning Board   |               |               |                   |                |                      |
| 4191.100              | Salary - Planning Board Secretary                          | 6,500         | 1,479         | 5,021             |                | 6,500                |
| 4191.200              | Expenses   | 750           | 914           | -164              |                | 750                  |
| 4191.250              | Planning & Development                                     | 1             | 0             | 1                 |                | 1,200                |
| 4191.300              | Public Notices   | 400           | 80            | 320               |                | 400                  |
| 4191.310              | Dues & Workshop  | 150           | 0             | 150               |                | 150                  |
|                       | <b>Total Planning Board</b>                                | <b>7,801</b>  | <b>2,473</b>  | <b>5,328</b>      |                | <b>9,000</b>         |
| 4192                  | Zoning Board of Adjustment                                 |               |               |                   |                |                      |
| 4192.100              | Salary - ZBA Administrative Asst.                          | 400           | 331           | 69                |                | 400                  |
| 4192.200              | Expenses   | 400           | 34            | 367               |                | 400                  |
| 4192.300              | Public Notices   | 300           | 110           | 190               |                | 300                  |
| 4192.310              | Dues & Workshop  | 400           | 0             | 400               |                | 400                  |
|                       | <b>Total Zoning Board of Adjustment</b>                    | <b>1,500</b>  | <b>474</b>    | <b>1,026</b>      |                | <b>1,500</b>         |
|                       | <b>Total Planning &amp; Zoning</b>                         | <b>9,301</b>  | <b>2,947</b>  | <b>6,354</b>      |                | <b>10,500</b>        |
| <b>4194</b>           | <b>General Government Buildings</b>                        |               |               |                   |                |                      |
| 4194.100              | Salary - Cleaning Personnel                                | 1,500         | 1,500         | 0                 |                | 1,500                |
| 4194.200              | Expenses   | 500           | 81            | 419               |                | 250                  |
| 4194.210              | Repairs to Building & Grounds                              | 10,000        | 6,383         | 3,617             |                | 60,000               |
| 4194.230              | Building Maintenance                                       | 2,000         | 780           | 1,220             |                | 15,000               |
| 4194.240              | Shoveling Snow/Mowing                                      | 750           | 311           | 439               |                | 500                  |
| 4194.401              | Propane & Electricity                                      | 7,000         | 6,625         | 375               |                | 7,000                |
| 4194.402              | Telephone/Internet   | 1,200         | 1,607         | -407              |                | 1,500                |
| 4194.404              | Web-site Support   | 3,500         | 3,062         | 438               |                | 1,500                |
| 4194.500              | Town Owned Properties                                      | 600           | 0             | 600               |                | 300                  |
|                       | <b>Total General Government Buildings</b>                  | <b>27,050</b> | <b>20,349</b> | <b>6,701</b>      |                | <b>87,550</b>        |
| <b>4195</b>           | <b>Town Cemetery</b>                                       |               |               |                   |                |                      |
| 4195.200              | Care of Town Cemeteries                                    | 2,000         | 2,219         | -219              |                | 5,050                |
| 4195.310              | Dues   | 0             | 0             | 0                 |                | 0                    |

| Town Account Number           | Description                                | 2018 Budget    | 2018 Actual    | 2018 Balance Left | 2019 Warrant # | 2019 Proposed Budget |
|-------------------------------|--|----------------|----------------|-------------------|----------------|----------------------|
| 4195.500                      | Flag Pole, Sign & Trees Installed          | 1,800          | 1,897          | -97               |                | 0                    |
| 4195.503                      | Site Work for Memorial Area                | 2,000          | 2,000          | 0                 | #12            | 6,000                |
|                               | <b>Total Cemetery</b>                      | <b>5,800</b>   | <b>6,116</b>   | <b>-316</b>       |                | <b>11,050</b>        |
| <b>4196</b>                   | <b>Insurance</b>                           | <b>2,805</b>   | <b>2,805</b>   | <b>0</b>          |                | <b>2,351</b>         |
| <b>4197</b>                   | <b>Regional Association</b>                | <b>1</b>       | <b>0</b>       | <b>1</b>          |                | <b>1</b>             |
| <b>4199</b>                   | <b>Other General Government</b>            |                |                |                   |                |                      |
| 4199.400                      | Archival - Record Processing               | 2,400          | 2,268          | 132               | #11            | 11,260               |
| 4199.450                      | Archival Supplies                          | 250            | 250            | 0                 |                | 500                  |
|                               | <b>Total General Government</b>            | <b>2,650</b>   | <b>2,518</b>   | <b>132</b>        |                | <b>11,760</b>        |
| <b>PUBLIC SAFETY</b>          |  |                |                |                   |                |                      |
| <b>4210</b>                   | <b>Public Safety</b>                       |                |                |                   |                |                      |
| 4211.300                      | Wakefield Fire/Police/Ambulance            | 290,848        | 290,848        | 0                 |                | 321,584              |
|                               | <b>Total Public Safety</b>                 | <b>290,848</b> | <b>290,848</b> | <b>0</b>          |                | <b>321,584</b>       |
| <b>4225</b>                   | <b>Forestry</b>                            |                |                |                   |                |                      |
| 4225.300                      | Forestry Expenses                          | 1,750          | 1,750          | 0                 |                | 250                  |
| 4225.301                      | Forest Fire Control                        | 1,000          | 1,176          | -176              |                | 1,000                |
| 4225.302                      | Forest Fire Management                     | 1              | 0              | 1                 |                | 1                    |
| 4225.303                      | Dry Hydrants                               | 1              | 0              | 1                 |                | 1                    |
| 4225.500                      | Truck/Equipment Maintenance                | 50             | 0              | 50                |                | 50                   |
| 4225.600                      | Mileage                                    | 100            | 0              | 100               |                | 1                    |
|                               | <b>Total Forestry</b>                      | <b>2,902</b>   | <b>2,926</b>   | <b>-24</b>        |                | <b>1,303</b>         |
| <b>4240</b>                   | <b>CEO &amp; Building Inspection</b>       |                |                |                   |                |                      |
| 4240.100                      | Salary - CEO & Building Inspection         | 5,000          | 5,000          | 0                 |                | 5,000                |
| 4240.150                      | Salary - Admin Asst. for CEO               | 1,000          | 416            | 584               |                | 1,000                |
| 4240.200                      | Expenses                                   | 100            | 600            | -500              |                | 100                  |
| 4240.270                      | Mileage                                    | 200            | 0              | 200               |                | 200                  |
| 4240.310                      | Dues & Workshop                            | 125            | 0              | 125               |                | 125                  |
| 4240.350                      | Building Inspections - Ind. Contractor     | 50             | 0              | 50                |                | 50                   |
|                               | <b>Total CEO &amp; Building Inspection</b> | <b>6,475</b>   | <b>6,016</b>   | <b>459</b>        |                | <b>6,475</b>         |
| <b>4290</b>                   | <b>Emergency Management</b>                |                |                |                   |                |                      |
| 4290.300                      | Emergency Management                       | 5,000          | 0              | 5,000             |                | 5,500                |
|                               | <b>Total Emergency Management</b>          | <b>5,000</b>   | <b>0</b>       | <b>5,000</b>      |                | <b>5,500</b>         |
| <b>HIGHWAYS &amp; STREETS</b> |  |                |                |                   |                |                      |
| <b>4312</b>                   | <b>Highways &amp; Streets</b>              |                |                |                   |                |                      |
|                               | <i>Summer Maintenance</i>                  |                |                |                   |                |                      |



| Town Account Number | Description                                | 2018 Budget    | 2018 Actual    | 2018 Balance Left | 2019 Warrant # | 2019 Proposed Budget |
|---------------------|--|----------------|----------------|-------------------|----------------|----------------------|
| 4312.361            | Road Agent Charges                         | 80,000         | 73,193         | 6,807             |                | 80,000               |
| 4312.362            | Materials<br><i>Snow &amp; Ice Removal</i> | 30,000         | 12,147         | 17,853            |                | 30,000               |
| 4312.371            | Road Agent Charges                         | 55,000         | 88,381         | -33,381           |                | 75,000               |
| 4312.372            | Materials                                  | 15,000         | 24,248         | -9,248            |                | 25,000               |
|                     | <b>Total Highways &amp; Streets</b>        | <b>180,000</b> | <b>197,968</b> | <b>-17,968</b>    |                | <b>210,000</b>       |

## SANITATION

| <b>4323 Sanitation</b> |                                |               |               |          |  |               |
|------------------------|--------------------------------|---------------|---------------|----------|--|---------------|
| 4323.350               | Wakefield Solid Waste Disposal | 64,235        | 64,235        | 0        |  | 81,101        |
|                        | <b>Total Sanitation</b>        | <b>64,235</b> | <b>64,235</b> | <b>0</b> |  | <b>81,101</b> |

| <b>4415 Health Agencies</b> |                              |              |              |          |  |              |
|-----------------------------|------------------------------|--------------|--------------|----------|--|--------------|
| 4415.401                    | Northern Human Services      | 358          | 358          | 0        |  | 0            |
| 4415.402                    | Central NH VNA & Hospice     | 1,500        | 1,500        | 0        |  | 1,500        |
| 4415.403                    | Meals on Wheels              | 1,000        | 1,000        | 0        |  | 1,000        |
|                             | <b>Total Health Agencies</b> | <b>2,858</b> | <b>2,858</b> | <b>0</b> |  | <b>2,500</b> |

## WELFARE

| <b>4441-4445 Direct Assistance</b> |                                    |               |           |              |  |               |
|------------------------------------|------------------------------------|---------------|-----------|--------------|--|---------------|
| 4445.500                           | Administration & Direct Assistance | 10,000        | 30        | 9,970        |  | 10,000        |
|                                    | <b>Total Direct Assistance</b>     | <b>10,000</b> | <b>30</b> | <b>9,970</b> |  | <b>10,000</b> |

| <b>Vendor Payments &amp; Others</b> |   |              |              |          |  |              |
|-------------------------------------|---|--------------|--------------|----------|--|--------------|
| 4445.401                            | Tri-County CAP                            | 4,000        | 4,000        | 0        |  | 4,000        |
| 4445.402                            | Wakefield Food Pantry                     | 2,000        | 2,000        | 0        |  | 2,000        |
|                                     | <b>Total Vendor Payments &amp; Others</b> | <b>6,000</b> | <b>6,000</b> | <b>0</b> |  | <b>6,000</b> |

## CULTURE & RECREATION

| <b>4520 Parks &amp; Recreation - Wolfeboro</b> |   |               |               |          |  |               |
|--|---|---------------|---------------|----------|--|---------------|
| <b>4520.400</b>                                | <b>Town Parks - Brookfield</b>              | <b>1</b>      | <b>0</b>      | <b>1</b> |  | <b>1</b>      |
| <b>4550</b>                                    | <b>Library - Gafney Library - Wakefield</b> | <b>14,000</b> | <b>14,000</b> | <b>0</b> |  | <b>14,000</b> |
| <b>4583</b>                                    | <b>Patriotic Purposes</b>                   | <b>1</b>      | <b>0</b>      | <b>1</b> |  | <b>1</b>      |
| <b>4589 Agricultural Commission</b>            |   |               |               |          |  |               |
| 4589.200                                       | Supplies & Postage                          | 1             | 0             | 1        |  | 1             |
| 4589.301                                       | Miscellaneous - Signs                       | 1             | 0             | 1        |  | 1             |
| 4589.310                                       | Dues & Workshop                             | 1             | 0             | 1        |  | 1             |
|  | <b>Total Agricultural Commission</b>        | <b>3</b>      | <b>0</b>      | <b>3</b> |  | <b>3</b>      |
| <b>4589.600 Heritage Commission Expenses</b>   |   |               |               |          |  |               |
| 4589.610                                       | Dues  | 150           | 100           | 50       |  | 150           |
| 4589.620                                       | Expenses                                    | 500           | 500           | 0        |  | 500           |
| 4589.630                                       | Miscellaneous                               | 200           | 0             | 200      |  | 200           |
| 4589.650                                       | Workshops & Activities                      | 200           | 0             | 200      |  | 2,000         |

| Town Account Number                                | Description                            | 2018 Budget      | 2018 Actual    | 2018 Balance Left | 2019 Warrant # | 2019 Proposed Budget |
|--|--|------------------|----------------|-------------------|----------------|----------------------|
| <b>Total Heritage Commission Expenses</b>          |  | <b>1,050</b>     | <b>600</b>     | <b>450</b>        |                | <b>2,850</b>         |
| <b>Total Agriculture &amp; Heritage Commission</b> |  | <b>1,053</b>     | <b>600</b>     | <b>453</b>        |                | <b>2,853</b>         |
| <b>CONSERVATION</b>                                |  |                  |                |                   |                |                      |
| <b>4611</b>  | <b>Conservation Commission</b>         |                  |                |                   |                |                      |
| 4611.200   | Administration                         | 1                | 0              | 1                 |                | 1                    |
| 4611.300   | Dues                                   | 100              | 100            | 0                 |                | 300                  |
| 4611.310   | Workshops & Activities                 | 200              | 50             | 150               |                | 500                  |
| 4611.325   | Forest Mgmt Plan - Town Preserve       | 5,000            | 2,500          | 2,500             |                | 0                    |
| <b>Total Conservation Commission</b>               |  | <b>5,301</b>     | <b>2,650</b>   | <b>2,651</b>      |                | <b>801</b>           |
| <b>4723</b>  | <b>Debt Service - Interest on Debt</b> | <b>1</b>         | <b>0</b>       | <b>1</b>          |                | <b>1</b>             |
| <b>4901</b>  | <b>Capital Outlay</b>                  |                  |                |                   |                |                      |
| 4901.300   | Purchase of Town Land                  | 30,000           | 30,000         | 0                 |                | 30,000               |
| <b>Sub-total Operating Budget</b>                  |  | <b>799,878</b>   | <b>764,675</b> | <b>35,203</b>     |                | <b>970,847</b>       |
| <b>4589.500</b>                                    | <b>Heritage Fund</b>                   | <b>500</b>       | <b>500</b>     | <b>0</b>          | <b>#7</b>      | <b>500</b>           |
| <b>4619</b>  | <b>Conservation Fund</b>               | <b>500</b>       | <b>500</b>     | <b>0</b>          | <b>#6</b>      | <b>500</b>           |
| <b>4900</b>  | <b>Capital Outlay</b>                  |                  |                |                   |                |                      |
| 4902.500   | Purchase of Office Equipment           | 1                | 0              | 1                 |                | 4,000                |
| 4904.500   | Repair of Town Roads                   | 80,000           | 0              | 80,000            | <b>#5</b>      | 170,000              |
| 4904.550   | Moose Mountain Bridge Repair           | 16,750           | 16,750         | 0                 |                | 0                    |
| <b>Total Capital Outlay</b>                        |  | <b>96,751</b>    | <b>16,750</b>  | <b>80,001</b>     |                | <b>174,000</b>       |
| <b>4915</b>  | <b>Transfer to Capital Reserve</b>     |                  |                |                   |                |                      |
| 4915.201   | Road & Bridge Repair                   | 80,000           | 80,000         | 0                 | <b>#4</b>      | 80,000               |
| 4915.475   | Moose Mountain Capital Reserve Fund    | 20,000           | 20,000         | 0                 | <b>#3</b>      | 30,000               |
| 4915.610   | Town Garage & Storage Shed             | 5,000            | 5,000          | 0                 |                | 0                    |
| 4916.000   | Cable/Internet Reserve Fund            |                  |                |                   | <b>#10</b>     | 25,000               |
| <b>Total Transfer to Capital Reserve</b>           |  | <b>105,000</b>   | <b>105,000</b> | <b>0</b>          |                | <b>135,000</b>       |
| <b>4916</b>  | <b>Transfer to Expendable Trust</b>    |                  |                |                   |                |                      |
| 4916.206   | Office Equipment                       | 0                | 0              | 0                 | <b>#9</b>      | 2,000                |
| 4916.300   | Town House Repair Trust Fund           | 30,000           | 30,000         | 0                 | <b>#8</b>      | 15,000               |
| <b>Total Transfer to Expendable Trust</b>          |  | <b>30,000</b>    | <b>30,000</b>  | <b>0</b>          |                | <b>17,000</b>        |
| <b>Total Appropriations</b>                        |  | <b>1,032,629</b> | <b>917,425</b> | <b>115,204</b>    |                | <b>1,297,847</b>     |

**2019 Operating Budget**  
(Warrant Articles NOT included)

|   |                                 |
|---|---------------------------------|
| <b>General Government</b>                 |                                 |
| Executive                                 | 35,272                          |
| Election, Registration & Vital Statistics | 21,250                          |
| Financial Administration                  | 49,075                          |
| Legal Expenses                            | 15,000                          |
| Revaluation of Property                   | 22,000                          |
| Personnel & Administration                | 8,702                           |
| Planning & Zoning                         | 10,500                          |
| Government Buildings                      | 87,550                          |
| Cemeteries                                | 5,050                           |
| Insurance                                 | 2,351                           |
| Regional Associations                     | 1                               |
| Other General Government                  | 1,760                           |
| <b>Public Safety</b>                      |                                 |
| Police/Fire/Ambulance                     | 321,584                         |
| Forestry                                  | 1,303                           |
| Building Inspections                      | 6,475                           |
| Emergency Management                      | 5,500                           |
| <b>Highways &amp; Streets</b>             |                                 |
| Highways & Streets                        | 210,000                         |
| <b>Sanitation</b>                         |                                 |
| Solid Waste Disposal                      | 81,101                          |
| <b>Health</b>                             |                                 |
| Health Agencies                           | 2,500                           |
| <b>Welfare</b>                            |                                 |
| Direct Assistance & Vendor Payments       | 16,000                          |
| <b>Culture &amp; Recreation</b>           |                                 |
| Library - Gafney                          | 14,000                          |
| Agricultural Commission                   | 3                               |
| Heritage Commission                       | 2,850                           |
| Parks & Recreation - Wolfeboro            | 4,216                           |
| Parks & Recreation - Brookfield           | 1                               |
| Patriotic                                 | 1                               |
| <b>Conservation</b>                       |                                 |
| Conservation Commission                   | 801                             |
| <b>Debt Service</b>                       |                                 |
| Interest                                  | 1                               |
| <b>Capital Outlay</b>                     |                                 |
| Land Purchase                             | 30,000                          |
| <b>TOTAL</b>                              | <b><u><u>\$ 954,847</u></u></b> |

## Board of Selectmen

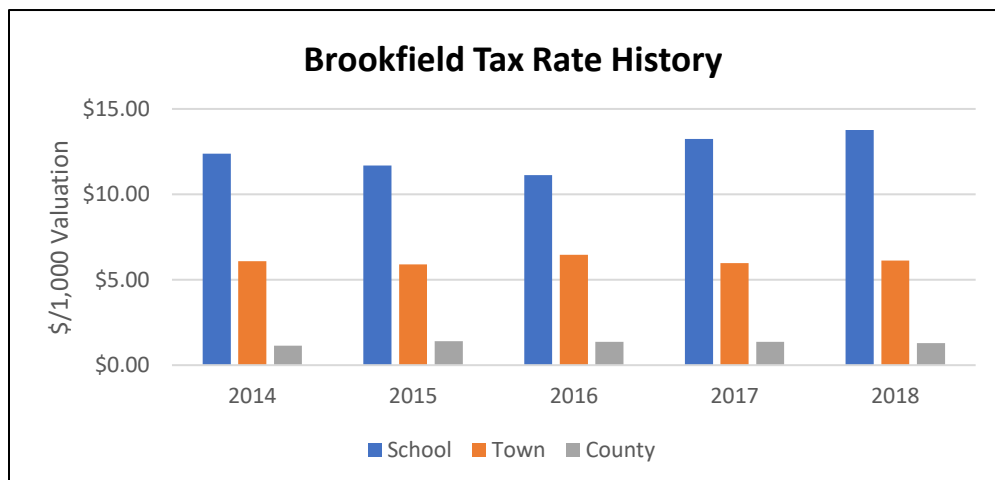
The Board of Selectmen had another busy year and thanks the Town for all the support; the Board also thanks the various Boards, Departments, and Committees for your continued cooperation. Our ongoing goal is to be good stewards of the Town's funds and ensure we are properly maintaining the Town's property. As part of this ongoing maintenance, we had a new roof installed on the office building. The roof was in dire need of replacement and this improvement should last for years to come. Tree assessment and removal around the Town property was performed in order to help protect our buildings and parking area from unhealthy trees. The handicap ramp used to allow access to the Town House and Schoolhouse required corrections in order to be ADA compliant; the Selectmen elected to have a low maintenance, aluminum ramp installed. This should provide proper access for our residents. There have been minor improvements including the installation of a new water heater in the Town Office Building, and typical maintenance and cleaning.

The Selectmen attempted to obtain proposals to have the Town House/Schoolhouse painted. The project included scraping, priming, and painting the entire building. Interest in the project from local painting contractors was limited. The lead paint and cost of its abatement further complicated the project. Due to the current condition of the clapboard siding and possibility of hidden wood rot, we reassessed painting as the best means to preserve the structure, and consulted the Heritage Commission about the removal and replacement of the siding on these buildings. We continue to obtain proposals for this rather large project and we hope to begin this work early in the spring of 2019. Most of the funds have already been raised through our Town House Repair Capital Reserve Fund.

Brookfield's road projects remain a priority for the Board. Despite this, we were forced to postpone two road projects. We plan to complete paving on Brice Drive, Pike Brook Road, and sections of Tumbledown Dick Road, as well as install paved aprons on several dirt roads early in the spring of 2019. We are assessing potential additional road projects for 2019 or possibly a larger road project in 2020. Most of the funds for these road projects were already raised in the 2018 budget and the accumulation of funds in our Road and Bridge Repair Reserve Fund would support additional work as needed.

In 2018 there was forward progress on the Moose Mountain Road Bridge project. Holden Engineering has provided the Town with a complete set of engineering plans. These plans have allowed the Board of Selectmen and the Road Agent to assess our options and begin to clarify the cost of this bridge project. The anticipated reconstruction would most likely begin in 2020; additional information will be forthcoming.

The Selectmen took a brief hiatus from our Saturday Town Coffee socials. These resumed in January: please join us on the last Saturday of each month from 8-10am in the Town House. We look forward to seeing you there for a cup of coffee and maybe some light breakfast.



## Town Maintenance Plan

| Project                      | Estimated Costs  |           |          |          |           |
|------------------------------|------------------|-----------|----------|----------|-----------|
|                              |                  | 2020      | 2021     | 2022     | Future    |
| <b>Office Building</b>       |                  |           |          |          |           |
| Interior Paint               | \$5,000          |           |          | \$5,000  |           |
| New Rug                      | \$2,000          |           |          | \$2,000  |           |
| <b>Total</b>                 | <b>\$7,000</b>   |           |          |          |           |
|                              |                  |           |          |          |           |
| <b>Town House</b>            |                  |           |          |          |           |
| Interior Plaster             | \$30,000         |           | \$30,000 |          |           |
| Interior Paint               | \$15,000         |           |          | \$15,000 |           |
| Window repair                | \$20,000         | \$20,000  |          |          |           |
| <b>Total</b>                 | <b>\$65,000</b>  |           |          |          |           |
|                              |                  |           |          |          |           |
| <b>Moose Mountain Bridge</b> |                  | \$130,000 |          |          |           |
| <b>Total</b>                 | <b>\$130,000</b> |           |          |          |           |
|                              |                  |           |          |          |           |
| <b>Town Shed</b>             |                  |           |          |          | \$ 25,000 |
| <b>Total</b>                 | <b>\$25,000</b>  |           |          |          |           |

Respectfully submitted,  
*Brian Robischeau*, Selectman Chair  
*Richard Surette*, Selectman Vice Chair  
*Richard Zacher*, Selectman

## Agricultural Commission

There was no activity for the year.

Respectfully submitted,  
*Ed Nason*  
 Chair

## Archivist

The Archive team of Craig Evans, Pat Golden and Kristin Whitworth devoted approximately one hundred hours to arranging and describing the various Town records that are required by RSA to be retained permanently. The processing of these records involves a great amount of focus – duplication has to be discarded, and because some records have been found mixed with records of other departments, each piece of paper has to be carefully examined and allocated to one of the various groups of records that make up the Groups in the Town Records Archive. After the documents are organized, or arranged according to a standardized system, the finding aid must be written from scratch. The finding aid allows staff to find a specific record within the storage boxes in an efficient and expedient way.

The **ZBA records**, which were started last year, were completed early in 2018, along with a finding aid that indexes each ZBA Case, and the minutes of the ZBA meetings. The first Brookfield ZBA case was in 1961, and regarded the Moose Mountain Ski area.

The **Planning Board** records were also finished in 2018. The development of the Zoning Ordinance, Subdivision Regulations, Building Regulations, Rules of Procedure, Master Plans and Site Plan Review Regulations have been reconstructed as best as possible, from the original ordinance/regulation through the amended versions to the current document. In the future, each year that one of these documents is amended, the new document will automatically be filed in the archive. The finding aid for this group of documents will be written early in 2019.

The **Tax Collector records**, which include Property Tax warrants and lists, Yield Tax warrants and lists for timber and excavation, and Land Use Change warrants, have been organized and stored in document cases, and the finding aid has been started for these documents. In 2019 we will work on processing the documents regarding property tax liens and lien redemptions.

The **Minutes of the Annual Town Meetings**, along with the Budget passed at the Town Meeting, have been moved into the vault, as these are the official record of the annual action taken by the legislative body. Additionally, the results of each election are stored in the vault. This includes State and Federal Primaries and General Elections held every two years, and the elections held at Town Meeting. Up until 2002, these minutes and election results were recorded in the bound Town Record Book maintained by the Town Clerk. After 2002, these documents began to be electronically produced on loose leaf paper, and are stored in archival file folders.

The financial records of the **Trustees of the Trust Funds** must also be retained permanently. This includes quarterly and annual reports from the financial institutions and investment companies that contract with the Trustees to manage the funds on their behalf and according to their Investment Policy. We removed three file drawers of such records, processed them, and stored them in the vault. In the future, such records will probably be stored in digital format to save space.

Kristin tackled the **Litigation Records** of the Town, which luckily are not voluminous. Still, it took approximately ten hours of her time to process the various files, remove duplications, arrange the cases sequentially, and arrange each file in a format that would be useful should the case need to be referred to in the future.

So, what remains? The first Group of Records, known as the **General Town Records**, remains to be processed. These records include a mix of documents such as insurance policies, contracts and agreements, deeds for Town property, Perambulations and the Town Reports. The Town Reports have been arranged for some time, and cover the period from the mid - 1880s through this year. Brookfield is lucky to have a complete set of annual reports. The other records need processing and arranging. We have continued to find documents that belong in this Group right up till the end of 2018. Hopefully there will be no more surprises.

We look forward to finishing up this major project, which will then only need updating on an annual basis with the addition of minutes of meetings, and other documents from the preceding year. Once the complete Finding Aid is finished, for those of you who are interested, you will be able to see the amount of records that have been worked with in completing this project, as well as the efficient retrieval system for finding specific records when requested.

Respectfully submitted,  
*Craig F. Evans*  
Town Archivist

## Assessor Clerk

I have been in this role of Assessor Clerk since September, 2017. I have learned a lot and continue to refine and improve my knowledge of the many aspects and procedures that define this position. I like the detail and detective work that come with updating and maintaining all assessing, sales, land data, tax maps, building permits, and exemptions. Adding to this is the distinct pleasure of meeting townspeople, working with individuals whom I respect, learning about the Town's history, and getting to know how a town works.

I encourage you to stop by my office to look at your most recent property card, a document giving detailed information about the property and structures, to be sure the information is correct since that information is used to determine your property taxes. There is also a public access computer available in the Town Office building where you can view your property card. Property cards are free to owners while non-owners pay \$1 per card.

Thanks to an impressive new Town website ([www.brookfieldnh.org](http://www.brookfieldnh.org)), which came online this year, you can view tax maps and property tax information for all properties in the town. The link to the tax maps may be found on the Assessing page. The NH Tax Kiosk allows visibility to property taxes and links to this appear on the main page and the Tax Collector's page. Unfortunately, property cards are not available on the website. The website also offers helpful information regarding abatements, exemptions, and Current Use on the Assessing Page as well as other important information such as forms that can be printed out.

My office is in the Town Office building and my hours are on Fridays, 8:30am-12:30pm. My email in the office is [assessor.clerk@brookfieldnh.org](mailto:assessor.clerk@brookfieldnh.org). Please drop by and let me know how I may help you!

Respectfully submitted,  
*Bob Nielsen*  
Assessor Clerk



# MS-1 Report



**New Hampshire**  
Department of  
Revenue Administration

**2018**  
**MS-1**

## **Brookfield**

### **Summary Inventory of Valuation**

**Reports Required:** RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon reports prescribed for that purpose.

**Note:** The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7.

**For assistance please contact:**

NH DRA Municipal and Property Division  
(603) 230-5090

<http://www.revenue.nh.gov/mun-prop/>

Rodney Wood (R. B. Wood & Associates)

| <b>Name</b>      | <b>Position</b> | <b>Signature</b> |
|------------------|-----------------|------------------|
| Brian Robischeau | Selectman Chair |                  |
| Richard Surette  | Selectman Vice  |                  |
| Richard Zacher   | Selectman       |                  |

| <b>Name</b>                             | <b>Phone</b> | <b>Email</b>          |
|---|--------------|-----------------------|
| Rodney Wood<br><br>Preparer's Signature | 207-651-4768 | rodneybwood@yahoo.com |



## MS-1 Report, cont.



**New Hampshire**  
Department of  
Revenue Administration

|                            |
|----------------------------|
| <b>2018</b><br><b>MS-1</b> |
|----------------------------|

| <b>Land Value Only</b>        |   | <b>Acres</b>         | <b>Valuation</b>     |
|-------------------------------|---|----------------------|----------------------|
| 1A                            | Current Use RSA 79-A  | 11,103.84            | \$713,439            |
| 1B                            | Conservation Restriction Assessment RSA 79-B                                  | 0.00                 | \$0                  |
| 1C                            | Discretionary Easements RSA 79-C  | 0.00                 | \$0                  |
| 1D                            | Discretionary Preservation Easements RSA 79-D                                 | 0.00                 | \$0                  |
| 1E                            | Taxation of Land Under Farm Structures RSA 79-F                               | 0.00                 | \$0                  |
| 1F                            | Residential Land  | 2,105.85             | \$31,777,400         |
| 1G                            | Commercial/Industrial Land  | 79.05                | \$210,900            |
| <b>1H</b>                     | <b>Total of Taxable Land</b>  | <b>13,288.74</b>     | <b>\$32,701,739</b>  |
| 1I                            | Tax Exempt and Non-Taxable Land   | 1,558.11             | \$2,772,700          |
| <b>Buildings Value Only</b>   |   | <b>Structures</b>    | <b>Valuation</b>     |
| 2A                            | Residential   |                      | \$62,539,965         |
| 2B                            | Manufactured Housing RSA 674:31   |                      | \$40,700             |
| 2C                            | Commercial/Industrial   |                      | \$570,900            |
| 2D                            | Discretionary Preservation Easements RSA 79-D                                 | 0                    | \$0                  |
| 2E                            | Taxation of Farm Structures RSA 79-F  | 0                    | \$0                  |
| <b>2F</b>                     | <b>Total of Taxable Buildings</b>   |                      | <b>\$63,151,565</b>  |
| 2G                            | Tax Exempt and Non-Taxable Buildings  |                      | \$762,135            |
| <b>Utilities &amp; Timber</b> |   |                      | <b>Valuation</b>     |
| 3A                            | Utilities   |                      | \$1,360,400          |
| 3B                            | Other Utilities   |                      | \$0                  |
| 4                             | Mature Wood and Timber RSA 79:5   |                      | \$0                  |
| <b>5</b>                      | <b>Valuation before Exemption</b>   |                      | <b>\$97,213,704</b>  |
| <b>Exemptions</b>             |   | <b>Total Granted</b> | <b>Valuation</b>     |
| 6                             | Certain Disabled Veterans RSA 72:36-a   | 0                    | \$0                  |
| 7                             | Improvements to Assist the Deaf RSA 72:38-b V                                 | 0                    | \$0                  |
| 8                             | Improvements to Assist Persons with Disabilities RSA 72:37-a                  | 0                    | \$0                  |
| 9                             | School Dining/Dormitory/Kitchen Exemption RSA 72:23-IV                        | 0                    | \$0                  |
| 10A                           | Non-Utility Water & Air Pollution Control Exemption RSA 72:1                  | 0                    | \$0                  |
| 10B                           | Utility Water & Air Pollution Control Exemption RSA 72:12-a                   | 0                    | \$0                  |
| <b>11</b>                     | <b>Modified Assessed Value of All Properties</b>                              |                      | <b>\$97,213,704</b>  |
| <b>Optional Exemptions</b>    |   | <b>Amount Per</b>    | <b>Total Granted</b> |
| 12                            | Blind Exemption RSA 72:37   | \$40,000             | 1                    |
| 13                            | Elderly Exemption RSA 72:39-a,b   |                      | 1                    |
| 14                            | Deaf Exemption RSA 72:38-b  | \$0                  | 0                    |
| 15                            | Disabled Exemption RSA 72:37-b  | \$30,000             | 4                    |
| 16                            | Wood Heating Energy Systems Exemption RSA 72:70                               |                      | 0                    |
| 17                            | Solar Energy Systems Exemption RSA 72:62                                      |                      | 0                    |
| 18                            | Wind Powered Energy Systems Exemption RSA 72:66                               |                      | 0                    |
| 19                            | Additional School Dining/Dorm/Kitchen Exemptions RSA 72:2                     |                      | 0                    |
| <b>20</b>                     | <b>Total Dollar Amount of Exemptions</b>                                      |                      | <b>\$190,000</b>     |
| <b>21A</b>                    | <b>Net Valuation</b>  |                      | <b>\$97,023,704</b>  |
| <b>21B</b>                    | <b>Less TIF Retained Value</b>  |                      | <b>\$0</b>           |
| <b>21C</b>                    | <b>Net Valuation Adjusted to Remove TIF Retained Value</b>                    |                      | <b>\$97,023,704</b>  |
| <b>22</b>                     | <b>Less Utilities</b>   |                      | <b>\$1,360,400</b>   |
| <b>23A</b>                    | <b>Net Valuation without Utilities</b>  |                      | <b>\$95,663,304</b>  |
| <b>23B</b>                    | <b>Net Valuation without Utilities, Adjusted to Remove TIF Retained Value</b> |                      | <b>\$95,663,304</b>  |

## MS-1 Report, cont.



**New Hampshire**  
Department of  
Revenue Administration

|             |
|-------------|
| <b>2018</b> |
| <b>MS-1</b> |

**Utility Value Appraiser**

Avitar

The municipality **DOES NOT** use DRA utility values. The municipality **IS NOT** equalized by the ratio.

| Electric Company Name       | Valuation          |
|-----------------------------|--------------------|
| NEW HAMPSHIRE ELECTRIC COOP | \$298,400          |
| PSNH DBA EVERSOURCE ENERGY  | \$1,062,000        |
|                             | <b>\$1,360,400</b> |

| Veteran's Tax Credits                                       | Limits  | Number    | Est. Tax Credits |
|---|---------|-----------|------------------|
| Veterans' Tax Credit RSA 72:28                              | \$250   | 55        | \$13,750         |
| Surviving Spouse RSA 72:29-a                                | \$700   | 0         | \$0              |
| Tax Credit for Service-Connected Total Disability RSA 72:35 | \$1,400 | 3         | \$4,200          |
| All Veterans Tax Credit RSA 72:28-b                         | \$250   | 0         | \$0              |
|   |         | <b>58</b> | <b>\$17,950</b>  |

**Deaf & Disabled Exemption Report**

| Deaf Income Limits |     |
|--------------------|-----|
| Single             | \$0 |
| Married            | \$0 |

| Deaf Asset Limits |     |
|-------------------|-----|
| Single            | \$0 |
| Married           | \$0 |

| Disabled Income Limits |          |
|------------------------|----------|
| Single                 | \$25,000 |
| Married                | \$30,000 |

| Disabled Asset Limits |          |
|-----------------------|----------|
| Single                | \$50,000 |
| Married               | \$50,000 |

**Elderly Exemption Report**

| First-time Filers Granted Elderly Exemption for the Current Tax Year |        |
|--|--------|
| Age  | Number |
| 65-74  | 0      |
| 75-79  | 0      |
| 80+  | 0      |

| Total Number of Individuals Granted Elderly Exemptions for the Current Tax Year and Total Number of Exemptions Granted |          |          |                 |                 |
|--|----------|----------|-----------------|-----------------|
| Age  | Number   | Amount   | Maximum         | Total           |
| 65-74  | 1        | \$30,000 | \$30,000        | \$30,000        |
| 75-79  | 0        | \$45,000 | \$0             | \$0             |
| 80+  | 0        | \$60,000 | \$0             | \$0             |
|  | <b>1</b> |          | <b>\$30,000</b> | <b>\$30,000</b> |

| Income Limits |          |
|---------------|----------|
| Single        | \$25,000 |
| Married       | \$30,000 |

| Asset Limits |          |
|--------------|----------|
| Single       | \$50,000 |
| Married      | \$50,000 |

**Has the municipality adopted Community Tax Relief Incentive? RSA 79-E**

Adopted? No

Number of Structures:

**Has the municipality adopted Taxation of Certain Chartered Public School Facilities? RSA 79-H**

Adopted? No

Number of Properties:

**Has the municipality adopted Taxation of Qualifying Historic Buildings? RSA 79-G**

Adopted? No

Number of Properties:

## MS-1 Report, cont.



**New Hampshire**  
Department of  
Revenue Administration

**2018**  
**MS-1**

| Current Use RSA 79-A                    | Total Acres      | Valuation        |
|---|------------------|------------------|
| Farm Land                               | 399.21           | \$115,531        |
| Forest Land                             | 7,023.06         | \$469,481        |
| Forest Land with Documented Stewardship | 2,713.17         | \$111,178        |
| Unproductive Land                       | 312.20           | \$5,952          |
| Wet Land                                | 656.20           | \$11,297         |
|   | <b>11,103.84</b> | <b>\$713,439</b> |

**Other Current Use Statistics**

|  |                 |          |
|--|-----------------|----------|
| Total Number of Acres Receiving 20% Rec. Adjustment                    | <b>Acres:</b>   | 6,611.16 |
| Total Number of Acres Removed from Current Use During Current Tax Year | <b>Acres:</b>   | 18.37    |
| Total Number of Owners in Current Use                                  | <b>Owners:</b>  | 131      |
| Total Number of Parcels in Current Use                                 | <b>Parcels:</b> | 211      |

**Land Use Change Tax**

|   |                          |                           |
|---|--------------------------|---------------------------|
| Gross Monies Received for Calendar Year |                          | \$23,210                  |
| Conservation Allocation                 | <b>Percentage:</b> 0.00% | <b>Dollar Amount:</b> \$0 |
| Monies to Conservation Fund             |                          | \$0                       |
| Monies to General Fund                  |                          | \$23,210                  |

| Conservation Restriction Assessment Report RSA 79-B | Acres       | Valuation  |
|---|-------------|------------|
| Farm Land   | 0.00        | \$0        |
| Forest Land   | 0.00        | \$0        |
| Forest Land with Documented Stewardship             | 0.00        | \$0        |
| Unproductive Land                                   | 0.00        | \$0        |
| Wet Land  | 0.00        | \$0        |
|   | <b>0.00</b> | <b>\$0</b> |

**Other Conservation Restriction Assessment Statistics**

|   |                 |      |
|---|-----------------|------|
| Total Number of Acres Receiving 20% Rec. Adjustment                                 | <b>Acres:</b>   | 0.00 |
| Total Number of Acres Removed from Conservation Restriction During Current Tax Year | <b>Acres:</b>   | 0.00 |
| Owners in Conservation Restriction  | <b>Owners:</b>  | 0    |
| Parcels in Conservation Restriction   | <b>Parcels:</b> | 0    |

## MS-1 Report, cont.



**New Hampshire**  
Department of  
Revenue Administration

|                            |
|----------------------------|
| <b>2018</b><br><b>MS-1</b> |
|----------------------------|

| Discretionary Easements RSA 79-C | Acres | Owners | Assessed Valuation |
|----------------------------------|-------|--------|--------------------|
|                                  | 0.00  | 0      | \$0                |

| Taxation of Farm Structures and Land Under Farm Structures RSA 79-F |            |       |                |                     |
|---|------------|-------|----------------|---------------------|
| Number Granted  | Structures | Acres | Land Valuation | Structure Valuation |
| 0   | 0          | 0.00  | \$0            | \$0                 |

| Discretionary Preservation Easements RSA 79-D |            |       |                |                     |
|---|------------|-------|----------------|---------------------|
| Owners  | Structures | Acres | Land Valuation | Structure Valuation |
| 0   | 0          | 0.00  | \$0            | \$0                 |

| Map   | Lot | Block | % | Description |
|---|-----|-------|---|-------------|
| <i>This municipality has no Discretionary Preservation Easements.</i> |     |       |   |             |

| Tax Increment Financing District               | Date | Original | Unretained | Retained | Current |
|--|------|----------|------------|----------|---------|
| <i>This municipality has no TIF districts.</i> |      |          |            |          |         |

| Revenues Received from Payments in Lieu of Tax   | Revenue | Acres |
|--|---------|-------|
| State and Federal Forest Land, Recreational and/or land from MS-434, account 3356 and 3357 | \$0.00  | 0.00  |
| White Mountain National Forest only, account 3186  |         | 0.00  |

| Payments in Lieu of Tax from Renewable Generation Facilities (RSA 72:74)              | Amount |
|---|--------|
| <i>This municipality has not adopted RSA 72:74 or has no applicable PILT sources.</i> |        |

| Other Sources of Payments in Lieu of Taxes (MS-434 Account 3186) | Amount |
|--|--------|
| <i>This municipality has no additional sources of PILTs.</i>     |        |

### Auditors

There are five parts to the report submitted by the Town Auditors: General Ledger, Treasurer, Tax Collector, Trustees of the Trust Funds, and Town Clerk. Each of the five parts consists of three sections; general questioning, testing, and a summary along with suggested recommendations. This report is to be completed annually by local elected auditors as required by law.

For the Town of Brookfield, the coordination among Town Clerk, Treasurer, and Tax Collector is a smoothly flowing arrangement. There is a system of checks and balances between these departments. The Trustees of the Trust Funds engage a professional team of individuals who execute the monetary operation of such designated accounts. We anticipate that the audit of the accounts of the Town of Brookfield for the year 2018 will be completed by March 2019 and the report will be available for public inspection in the Selectmen's office.

Upon completion of the audit performed in 2018 the following recommendations were supplied to the Selectmen:

**Tax Collector** - We recommended that all property tax receipts reflect the *actual* amount received and method of payment. (Cash or Check)

**Town Clerk** - We again recommended the Town Clerk use only a computerized method of record keeping to aid in reducing manual entry inconsistencies and as a means to maintain more accurate data.

**Treasurer** – We recommended the Assistant, Cheryl Giguere, perform bank reconciliations prior to the entries being made in Quickbooks, without assistance from the Treasurer.

**Trustees of the Trust Fund** – We recommended a resolution be provided for the differences noted between the MS-10 and the Charter Statement Portfolio Fair Market Values. We also recommended they notate the name of the Scholastic Award Recipient.

Respectfully submitted,  
*Amanda Peirce*  
*Laurie M. Champy*  
Town Auditors

### Cemetery Trustees

In March, Roberta Holland was elected as a Brookfield Cemetery Trustee. Trustee Judith Lewis tendered her resignation in August 2018. Her position, which expires in 2020, has been filled by Craig Evans, (previously an Alternate). The Trustees are very appreciative of Judith's enthusiastic service to the Town as a Trustee since 2014.

The Cemetery Trustees held seven public meetings over the course of the year. Policies, Procedures and forms for the new cemetery were updated. A sketch of the memorial area, pictures of the cemetery, an updated cemetery plot plan, updated policies and applications for the Right to Inter were available at Town Meeting. The intent was to inform the public about the work that has been done and the projects for 2018.

The focus of work this year has been the memorial area in the New Town Cemetery. This has involved several site visits. Roland Kinville completed ground work for the memorial area in June. Roland and Rick Surette made a back drop of stone for aesthetic purposes and removed several stumps to allow for greenery growth to create a back drop, and erected a flagpole. The memorial area was dedicated on Veterans Day, November 11, 2018. An honor guard from Sanbornville Boy Scout Troop #198 presented the colors and raised the flag. There was a coffee at the Town House immediately following the ceremony. The flag will fly 24 hours a day, lit with solar-powered lighting.

The Cemetery Trustees are reviewing several types of monuments representing the armed forces to be placed in this area. The Trustees are currently leaning toward cut granite with a natural look. More information as to cost, etc. is being gathered. We encourage anyone who is interested in this or any other cemetery project to come forth and speak to one of the Trustees.

Craig Evans and Judith Lewis placed flowers at each of the cemeteries for Memorial Day. The newly planted sugar maples that line the main avenue were fertilized and the entire new Town Cemetery was reseeded and fertilized around Labor Day.

Craig Evans and Roberta Holland updated the database and the map showing lots and current land owners for all of the known graveyards.

Corey Pike was hired to do the annual maintenance of the Town cemeteries and individual graveyards. Corey worked on the following family graveyards that have trust funds; Mary Garland, Thomas Deland, Noah Robinson, Hansen, Samuel Allen, R.A. Lang, Walter Wentworth, and Jasper Palmer.

Descendants of the Churchill family created two new graveyard trusts; one for the care of the Churchill Children's Graveyard on Camp Road and the other for the original Churchill Settlers' Graveyard on Tumbledown Dick Road.

The Trustees are encouraging private donations of any size to help fund the memorial area. For more information please contact one of the Trustees.

Respectfully submitted,  
*Craig F. Evans*  
*Rick Surette*  
*Roberta A. Holland*  
 Brookfield Cemetery Trustees

### Code Enforcement Officer

Permits issued for the year of 2018:

#### **New Homes, Additions/Alterations, Outbuildings**

| <b>Owner</b>                 | <b>Project</b>            | <b>Estimated Value</b>    |
|------------------------------|---------------------------|---------------------------|
| D. Manning                   | Accessory Dwelling Unit   | \$50,200                  |
| B. Welch                     | Single Family Home        | \$133,800                 |
| C. Keegan                    | Single Family Home        | \$169,900                 |
| M. Tsaltas                   | Single Family Home w/shop | \$201,000                 |
| P. Hanley                    | Addition                  | \$32,600                  |
| Bennett/McWhirter            | Single Family Home        | \$209,600                 |
| B. Rhode                     | Single Family Home        | \$125,000                 |
| C. Feddern                   | Porch                     | \$12,400                  |
| M & P Green Trust            | Kitchen Renovation        | \$17,800                  |
| P. Girard                    | Single Family Home        | \$177,000                 |
| N. Whitworth                 | Garage Renovation         | \$30,200                  |
| R. Eaton                     | Inground Pool             | \$35,000                  |
| C. Pace                      | Garage                    | \$78,000                  |
| M. MacLean                   | Deck                      | \$7,000                   |
| S. Smith                     | Addition                  | \$36,000                  |
| C. Brudevold                 | Garage Renovation         | \$25,900                  |
| <b>Total Estimated Value</b> |                           | <b><u>\$1,341,400</u></b> |

Respectfully submitted,  
*Ed Nason*  
 Code Enforcement Officer

## Conservation Commission

### *The Town Preserve*

In March, the Conservation Commission voted unanimously to fund a Forest Management Plan for the 250-acre Town Preserve. A grant of \$1,500 was secured from New Hampshire Fish and Game to help with the cost of the Plan. Members of the Commission have taken a number of walks on the property slowly getting a feel for its potential. With the permission of the Selectmen, Jenn McKown, local bird enthusiast, and Bob Nielsen installed three birdhouses on the edge of the hayfield on the Town Preserve in June. The three birdhouses were inspected by Jenn and Bob in September. One of the boxes had a Tree Swallow's nest in it, and another had a partial nest. Next summer we are hoping for some Bluebird activity. In October, Frank Frazier, Bob Nielsen, and Selectman Rich Zacher dug three-foot-deep postholes for the new Town Preserve kiosk, fortunately with the significant help of Frank's tractor. The two posts were set in the ground. Frank and Bob followed up by securing a cross-member connecting the posts in November so as to stabilize the structure and to provide support for the kiosk to be placed there eventually. In December, Frank Frazier and Bob Nielsen met with Tim Nolin (NH Licensed Forester) and Karen Bordeau (Certified Wildlife Biologist with NH Fish and Game). We spent over three hours on the Town Preserve walking, discussing, learning, and asking questions. Frank did a nice write-up of the event which has been posted on the Conservation Commission section of the Town website. Tim and Karen finalized and submitted the forty-one-page Forest Management Plan and it has been posted on the Conservation Commission section of the Town website.

### *Transitions*

In March, sadly, Dick Peckham and John Nelson ended their terms with the Conservation Commission and chose to move on to other endeavors. They were thanked for their many years of active and effective service. In April, new officers were voted in by the Commission. Bob Nielsen was chosen as Chair, Frank Frazier was chosen as Vice-Chair, and Jean Jones was chosen to continue as Clerk. Fortunately, Peter Baker has joined the Commission, and he has already shown himself to be a valued and effective member.

### *Town Clean-Up*

The Town Cleanup, sponsored by the Conservation Commission, occurred in April following the delicious Selectmen's Breakfast. A good number of townspeople signed up to walk the roads of Brookfield to pick up trash. It was great to see the Town come together to make the roads look nicer. At other times of the year, I have witnessed a few people in town regularly walking along roads picking up trash, and I applaud their community spirit!

### *Moose Mountains Regional Greenways (MMRG)*

In May, Patti Connaughton-Burns, Executive Director of Moose Mountains Regional Greenways, came to the Conservation Commission meeting to discuss the importance of land conservation. MMRG serves the communities of Brookfield, Farmington, Middleton, Milton, New Durham, Wakefield, and Wolfeboro. In August, Patti came to do a presentation on *Land Conservation Options*. This event at the Town House was sponsored by the Commission, and a good number of people from Brookfield and surrounding towns were in attendance for this important discussion. One of the topics was the Snow Family Conservation Easement on 320-acres located on Tumbledown Dick Road. MMRG continues to seek funding for this impressive project, and we thank Stephen Snow and his family for this incredible opportunity which will protect the land from development forever.

In September, Bob Nielsen, Frank Frazier, and Peter Baker headed to Nute High School in Milton for two presentations. Dianne Smith from Brookfield's Planning Board was also in attendance. This was MMRG's annual Conservation Commission Mixer for the seven-member towns. Barbara Richter, Executive Director of the New Hampshire Association of Conservation Commissions, gave us an update on the current legislative action regarding conservation in New Hampshire. The main speaker for the evening was Matt Sullivan, Wolfeboro Town

Planner, who spoke about how the MMRG Conservation Action Plan has helped with town planning in Wolfeboro.

#### *Town's Master Plan*

In October, Frank Frazier was unanimously selected by the Conservation Commission to act as liaison between the Conservation Commission and the Planning Board to help ensure that the Town's Natural Resource Inventory plays an appropriate role in the Planning Board's Master Plan. He attended a Planning Board Master Plan workshop in November and will maintain contact with the Planning Board through attending meetings and other forms of communication. Thank you, Frank!

#### *Workshop*

In November, Peter Baker and Bob Nielsen drove to Pembroke Academy in Pembroke, New Hampshire, for the annual New Hampshire Association of Conservation Commissions (NHACC) meeting. We each attended three workshops. There was a superb and convincing keynote speaker, Dr. Richard B. Primack from Boston University, who spoke on "*The Effect of Climate Change on the Plants and Animals of Thoreau's Woods.*" While I attended the workshop "*Land Conservation Options for Conservation Commissions*", as a relatively new Conservation Commission member, Peter Baker attended the workshop "*Fundamentals of Conservation Commissions.*" Peter and I both attended the same second and third workshops, namely "*Know your Natural Resources – Use your NRI!*" and "*Do More with Your Natural Resource Inventory: Let's Get into the Field!*"

#### *Natural Resource Inventory (NRI)*

While the Town has a typed Natural Resource Inventory that has been partially updated, there is no known electronic version. I have taken it upon myself to create an electronic version which will be put on the Town website. It is a somewhat daunting task as many statistics need to be researched, organized, and updated.

#### *Gathering*

In August, former and current Conservation Commission members and families were treated to a wonderful boat ride and cookout hosted by former Conservation Commission Chair Dick Peckham and Tax Collector Diana Peckham at their lake house on Lovell Lake. It is always a good time there complete with good people, good food, and good discussion. Thank you, Dick and Diana!

#### *New Facebook Group*

In December, Jenn McKown created a new Facebook Group called *Brookfield's Bounty (Birds, Beasts, and Blooms)*. Jenn and I have been talking most of the year about utilizing her superb knowledge of birds. She said she has been wanting to do something like the Facebook Group for almost two years. Already there are thirty-one Brookfield members and numerous submissions. Jenn has suggested that the Conservation Commission eventually archive the most iconic images. Thank you, Jenn!

Respectfully submitted,

*Bob Nielsen*

Conservation Commission

### **Emergency Management**

2018 was a quiet year for the Town as far as emergencies requiring the activation of the emergency procedures. The Town House will be open during emergencies, severe weather, and other extreme situations, providing cooking facilities and drinking water, as well as shelter if necessary. The building will be open from 6:00 am to 8:00 pm unless sheltering is needed, when it will be open 24 hours each day. The Town House will be opened when a power outage lasts more than four hours or as requested. All such requests must be made to the Selectmen.



Always be personally prepared for an emergency. Maintain a supply of drinking water, canned and dried foods, flashlights with a supply of batteries and lanterns that are fully charged or have plenty of lantern fuel on hand. Also, maintain a supply of personal items and medications you may require. Remember, cordless telephones do not work when the power is out and cell phones only work when the battery is charged. If you do not have a conventional landline be sure to keep your cell phone vehicle charger handy. If you have any questions about emergency preparedness, contact me or Deputy Director William Nelson.

If you have an emergency, whether the need is for Police, Ambulance, or Fire Department services, dial **911** as your first call. **911** will immediately contact the County Dispatch, which will dispatch the appropriate emergency service(s) to help you.

Please remember, without a clearly posted and readable road address number at the end of your driveway, Emergency Services will be delayed in locating and helping you. Delays can be lengthy if several houses in a row are not numbered and easily visible from both directions on the road. Numbers should be at least 3” high and 4” is better. The numbers need to be on a contrasting background and preferably reflective. Help us help you!

Respectfully submitted,  
*Bradford Williamson*  
Emergency Management Director

### **Forest Fire Warden**

The 2018 wildfire season in Brookfield was uneventful as compared to the previous two years. There were no large wildfires but some unpermitted burns did occur.

The Brookfield landowners have been very good about acquiring permits for both campfires and burning brush. Remember, State law requires fire permits for all outside burning of wood when the ground is not completely covered with adequate snow. Four inches of snow cover is recommended as a minimum. If there is adequate snow cover and it melts as may occur in the fall then permits are again required until adequate snow cover occurs again.

When a person gets a permit, it gives the Warden and Deputies the opportunity to ensure that only permitted materials are being burned and are being burned safely. It also affords the opportunity to educate property owners on safe and proper outdoor burning. Permits are available from the Brookfield Warden and any of the Brookfield Deputy Wardens; they are quick to fill out and are FREE. Landowners are responsible for any fire kindled on their property so, by state law, permits can only be issued to the property owner. If someone else is using the property, he or she must have a letter of permission signed by the property owner to kindle a fire.

The Wakefield Fire Department does not issue fire permits for Brookfield. By state law, each Town is responsible for any wildland fires that occur within its boundaries, including the cost of suppression. If the fire was caused by an identifiable person, he or she can be charged the cost of suppression and damages, including damages to neighboring buildings, homes and equipment. The state will cost share on fire suppression costs when no responsible party can be found, paying up to 50% of the published rates, which are far below actual costs.

If you are interested in becoming a Forest Fire Deputy Warden, please contact the Warden or any of the Deputies. There is a mandatory training class which will require some physical agility as well as training on the town's

equipment and some availability when you're home to write permits and/or assist with fire suppression duties as needed. It's a great way to support our small town!

Remember, fire permits are required by state law whenever there is bare ground showing, regardless of the time of year. Thank you to all residents for another successful year as we look forward to the same in 2019.

Respectfully submitted,  
*Bradford Williamson*  
Forest Fire Warden

### **Gafney Library**

The Gafney continues to serve the Wakefield-Brookfield community area with a collection of more than 15,000 circulating items...including a telescope. Here are some interesting stats:

- 1,889 active accounts (accounts used within the past two years); 419 children over six years of ages, 1,445 adults and 25 nonresidents
- 4,095 inactive accounts (accounts on record but not used within the past two years)
- 361 renewed accounts
- 195 new members in 2018 (49 children over six; 141 adults and 5 nonresidents)
- 18,549 items circulated (checked out)
- 636 items borrowed from us by other NH libraries (interlibrary loan)
- 117 tax forms were filed for townspeople by AARP Tax preparers February – April
- A successful “Meet the Candidate Forum” was held in March in cooperation with the Greater Wakefield Lions Club - Town and School Board candidates participated.
- The annual Art at the Gafney fundraiser was launched in June and July with more than 36 artists participating.
- 10 area Artists of the Month exhibited work and held receptions with an average of 22 people attending each. More than 180 people in total attended the 10 receptions held by our Artists of the Month. This very popular program features area artists and their works.
- The Gafney wreath sale elves put together and sold 150 wreaths for the Holiday fundraiser.
- 82 children registered for the “Libraries Rock!” Summer Reading Program. 1,590 books and 22,675 minutes were read and recorded by those who participated. 59 adults and 194 children attended 30 scheduled programs. Decorated rocks were hidden at area businesses, discovered by the kids and posted on Facebook.
- More than 200 visits were logged at the Gafney Library Adult Literacy Program with our five tutors working on math, writing and reading skills, helping students earn HiSET certification (formerly GED) with 4 students successfully graduating.

Library Assistant Jen Rich retired in March after 17 years of service and Lynn Shaffer stepped in until December when she left for warmer climes. Volunteers put in over 800 hours of time...shelving items, checking them in and out, helping members find books, movies and audiobooks, working in the youth library and even dressing up as Harry Potter characters!

Expansion plans continue with the hiring of a builder, an architect, and fundraising consultant.

Our thanks to the Friends of Wakefield Libraries for all they do to help the Gafney with items not included in the budget.

It's been a busy and productive 2018 for the Gafney. For more information check out our website: [www.gafneylibrary.org](http://www.gafneylibrary.org) and Facebook page: Gafney Library.

Thanks to board members Dick DesRoches-President, Aru'vah Ferrill-Vice President, Kristin Whitworth-Secretary, Tom Lavender-Treasurer, Sharon Theiling-Corresponding Secretary, Julie Kessler-Wakefield Trustee, Cait Mills, Jackie Winckler, Barbara Mills, Janet Gould-Trustees, and Chuck Hodsdon-Alternate. We were saddened by the loss of long time Trustee Marcia Hodsdon this past March and miss her smile and positive spirit.

Respectfully submitted,  
*Beryl Donovan*  
Library Director

### **Governor Wentworth Regional School District**

It is my privilege as Chair of the Governor Wentworth Regional School Board to submit my annual report to the voters and taxpayers of Brookfield, Effingham, New Durham, Ossipee, Tuftonboro, and Wolfeboro.

As I reflect back on this past year, I continue to be amazed at the tremendous opportunities that are provided to the students of our district. There is no question in my mind that our ability to do this stems from the overwhelming support of our taxpayers. This support tells us as Board members that trust has been placed in our ability to make decisions in the best interest of our students, while being mindful of the impact it has on each one of our taxpayers. This trust translates to the classroom, where the staff and administration can take creative risks in their teaching and learning, knowing they have access to high quality, impactful resources for *all* students. Whether it is implementing innovative teaching practices, enriching offerings to students in the area of science, technology, engineering, and math (STEM), or embracing new knowledge in the area of social-emotional learning of students, there is great evidence of how each individual in this district focuses on all aspects of our learners.

As a Board, we take our responsibilities seriously to ensure sensitivity to taxpayers balanced with providing our students with an optimal learning environment. Our district is fortunate to employ a dedicated and tireless staff, never afraid to see a challenge through, especially when it means the best outcome for their students. This is evident as we move from school to school for our Board meetings, and students celebrate their learning with us. Whether they are sharing their love of math and writing, putting us through athletic activities to raise our awareness of health and wellness, or sharing highlights of how being mindful in the classroom positively impacts learning, we continue to be in awe of their eloquence when they speak and their pride in their respective schools. As Board members, this is absolutely our favorite part of the meetings, and why we so enjoy being out at community activities whenever we can.

Our staff and administration continue to address the many challenges our students and their families face. Sadly, we are now seeing a trend where there are fewer and fewer state services available to support our struggling students and their families. Funding to address mental health and substance abuse issues continues to lag far behind where it should be, and yet our entire school community continues to provide so many resources in order to support students. As we have said many times over the past few years, none of the challenges belong to the schools alone, as the issue is truly a societal one. I am confident that we will continue to work together as a community to care not only for our students in crisis, but for all students, as we strive to do all we can to ensure their opportunity for success.

Our Board committees continue to be quite active, particularly over this past year with negotiations for all three of our bargaining units: the support staff, teachers, and administrators. As that I write this, negotiations with support staff and administrators have been successfully completed. It is our hope that the same will be true for

the teachers' union very soon. As a longstanding member of the finance subcommittee, I am proud of the fiscally responsible budget that is presented to you each year. This is one of the most important things we do, and I am happy with what we are able to accomplish by working together. Our focus is always on doing what is right for our students, and at the same time, being acutely aware of the great responsibility we have to you, the District's residents and taxpayers. I look forward to the opportunity to share more detailed information at the deliberative session.

On behalf of the Governor Wentworth Regional School Board, I would extend my gratitude to Superintendent of Schools, Kathleen Cuddy-Egbert, for her steady and skillful leadership. In closing, I extend my thanks to each voter of the District for all that you do to make this the special place that it is. I am very proud to serve alongside my fellow Governor Wentworth Board members, where our focus remains always on what is best for students. Thank you for your continued support to make that happen.

*Respectfully submitted,*  
John Widmer  
School Board Chair

### **Heritage Commission**

The 10<sup>th</sup> Annual Town Barbecue was held in August. The meat for the dinner was Memphis style Bar-B-Q, prepared by Rick Surette of SeaBrisket fame. Thanks to all who brought the wonderful selection of desserts! Dinner was followed by music from members of the Moose Mountain String Band; it was a great way to end the day. We thank the community for its support.

The Commission also sponsored the annual Veterans Day Pot Luck Dinner at the Town House on November 10<sup>th</sup>. Many Townspeople attended to hear a patriotic program and recognize the veterans in our midst. Each veteran was presented with a commemorative pin in recognition of his or her service. It was a nice evening and we hope more people will attend in the future – the food was great and so was the entertainment.

Read on to see what we're planning to celebrate the Town's 225<sup>th</sup> anniversary!

#### ***225<sup>th</sup> Anniversary Plans***

The Heritage Commission has been busy planning the 225<sup>th</sup> Anniversary, our Quasquibicentennial, Town Meeting in March – we hope you will attend. We will be re-creating the first Town Meeting of 1794.

One of the special events we are putting on next year will be the re-creation of the dedication of the bell at the Town House on Saturday, June 29<sup>th</sup>. In 1908 when this dedication was held it was the highlight of the year. A local newspaper, the "Carroll County Pioneer", in an article on the event described it as "doubtless one of the most important social events in the history of Brookfield". An original poem was also written to honor the occasion. The bell was donated by Frank Hutchins, whose family had lived in Brookfield for many years.

In July we are planning an ice cream social. Are you a quilter? We would like to make a signature quilt honoring our 225<sup>th</sup> birthday.

Do you think you have the biggest tree in town? Pine tree? Maple? Oak? Prepare yourself – in July we are having a "Biggest Tree Contest" in Town. The catch – it has to be a live tree on your property. You will get bragging rights for the next year, at least.

During the summer we will have our 11<sup>th</sup> Annual Town Barbecue with meat again prepared by Rick Surette. October will bring a Scarecrow Contest and we will wrap up in November with our annual tribute to our veterans

with the Veterans Day Dinner Pot Luck. There may be other events as well. We will keep you posted by articles in the newspaper as well as on the Town website.

We hope that you and your family will join us for many of these special events. Mark your calendars now.

Respectfully submitted,  
*Marilou MacLean*  
Chair

### **Joint Loss Management Committee**

Due to the increased number of Town employees, it was required by the State that the Joint Loss Management Committee (JLMC) be reestablished. The Board of Selectmen appointed Selectman Robischeau, Marilou MacLean, and Laurie Champy to the committee in late 2018.

A few safety/training topics were discussed during the one meeting held in December. We also reviewed and updated the JLMC Procedure Manual which was later submitted to the State. Future meetings will take place on a quarterly basis.

Respectfully submitted,  
*Brian Robischeau*  
*Marilou MacLean*  
*Laurie M. Champy*  
Committee Members

### **Moderator**

2018 was another busy year for elections. We had the usual March town election; contested races and a very heavy turnout for the September State Primary Election; and the highest turnout for the November Midterm Election in recent memory. I thank Craig Evans for serving as Assistant Moderator, especially for his service, with Richard Peckham's assistance, running the last two state elections when I was disqualified by being on the ballot.

For the second year in a row, Town Meeting was rescheduled to Saturday due to weather. Once again, attendance on Saturday was excellent. I was pleased to see new people participating. I believe we will see a warrant article allowing the Selectmen to continue this in the future.

We are happy to welcome some newcomers to our crew of election workers. Thanks to Rob Collins, who has taken on the role of Republican Inspector of Elections/ Ballot Clerk. Frank Frazier and Doug Vanderpool continue as Ballot Clerks and Sandy Prior and Roberta Holland stepped in to help, to allow the Ballot Clerks to take a break during the long day And thanks to Rose Zacher, who has done a superb job as Supervisor of the Checklist and is moving up to be Assistant Moderator. And of course, I appreciate our Town Clerk, Virginia McGinley, and our other Supervisors of the Checklist: Cheryl Perry and Karen Servacek.

There is only one 2019 date to remember: Town Election and Town Meeting, March 12.

Respectfully submitted,  
*William M Marsh*  
Moderator

## **Planning Board**

The Planning Board works hard to ensure that the interests of all those in our community are met, and that we meet the requirements of state laws related to planning and zoning. We do this while trying to preserve the rural and agricultural characteristics of our Town.

### *Master Plan*

The Master Plan is a document that captures the vision of our community for the future. The Board was pleased with the volume of response to the Master Plan questionnaire we issued. We mailed out 550 surveys and received 116 responses. We are in the process of putting the survey results into a format that displays the desire of the townspeople for the future of Brookfield based on their answers.

### *Zoning Ordinances:*

The Planning Board is responsible for insuring our zoning is current with the continued evolution of the State of New Hampshire Planning and Land Use regulations. Each year there is a new issue of the land use regulations that we review as a board and insure our zoning is current with respect to them. Last year we reviewed these changes during our monthly meetings and compared them to sections of our current zoning.

### *Members and Alternates:*

The Planning Board is looking for volunteers for the vacant Planning Board Alternate positions. Alternates are welcome to participate in the meetings and are sometimes asked to fill in for the absent elected Planning Board Member. Our desire is to have individuals up-to-date with current Town discussion to keep business on track and moving forward. Members of our community are encouraged and always welcome to attend the Planning Board meetings. We meet the third Thursday of every month at 6:30 pm.

### *Planning Board:*

It is the Planning Board's vision to ensure that Brookfield remains a great place to live now and for future generations. Brookfield's Planning Board is an elected group of volunteers who donate their time and efforts to the Town. I extend my sincere appreciation to all the current and past Planning Board Members and Alternates.

Respectfully submitted,

*David Champy II*

Chair

## **Strafford Regional Planning Commission**

Established by state legislation in 1969, New Hampshire's regional planning commissions serve in an advisory role to local governments and community organizations. The mission of the Strafford Regional Planning Commission (SRPC) is to ensure that the needs of the region's residents are responded to through cooperative actions with municipalities and federal and state agencies, through the implementation of regional plans, and through local planning assistance. The Commission's professional staff provides transportation, land use, economic development, hazard mitigation, water, public health, and natural resource planning services; geographic information services (GIS); data collection and analysis; facilitation; and project management.



### **2018 Accomplishments in Brookfield**

(Value of each service provided at no cost to the town is shown in parentheses.)

- Responded to interest from the town in filling its planning board secretary role.

- Responded to a centerline mileage data request and provided a map to the town. (\$25)
- Provided five 2017 – 2018 Planning and Land Use Regulations Handbooks to the town. (\$31.25)
- Provided support as a member of the board of directors for Explore Moose Mountains, an initiative to promote Brookfield, Farmington, Middleton, Milton, New Durham, and Wolfeboro, including assisting with website creation and maintenance and with outreach materials development. (\$5,575 for all six communities)
- Completed a quote for the town relative to a Road Surface Management System (RSMS) assessment. (\$30)

### **2018 Regional Accomplishments**

- Adopted the 2017 Annual Update to the Comprehensive Economic Development Strategy (includes priority projects in Brookfield).
- Continued to administer Strafford Economic Development District’s EPA Brownfields program.
- Adopted the 2017 – 2040 Strafford Metropolitan Transportation Plan (includes projects in the Town of Brookfield).
- Completed the 2017 Annual Building Permit Inventory Report (includes data for the Town of Brookfield).

### **Upcoming Initiatives**

- Continue to provide support to Explore Moose Mountains.
- Maintain an open line of communication with the town by scheduling a yearly appointment to speak with key decision makers and town staffers about ways in which the town and SRPC can work together.
- Complete a map of publicly funded recreational spaces and facilities, with additional demographic and transportation infrastructure data, in all of SRPC’s 18 communities. This will be completed through SRPC’s Pathways to Play: A Roadmap for Active Recreation project (funded by the NH Children’s Health Foundation). This information will be available online, and each community will receive a copy of its map.

### **Brookfield Commissioners**

- Ed Comeau, Dianne Smith

Respectfully submitted,

*Jen Czysz, AICP*

Executive Director

### **Supervisors of the Checklist**

Three elections were held in 2018: the Town Election, the State Primary Election, and the State General Election.

The Town Election was held on March 13. Despite a heavy snow, 87 of the 526 eligible voters (16.5%) cast their ballots, including one first-time voter who registered and voted that day. Town Meeting was postponed to Saturday, March 17, and was attended by 56 voters.

The State Primary Election was held on September 11. There were 189 of the 532 registered voters (35.5%) who cast votes in the following parties: 79 voted in the Democratic Primary, 2 in the Libertarian Primary, and 108 in the Republican Primary. Two people voted for the first time during this election.

The State General Election was held on November 6. A large turnout was expected, and 395 of the 553 registered voters (71.4%) did participate in the election. Thank you to Carol Leary for assisting us with this Election!

At the end of 2018, Brookfield had 561 registered voters: 87 with the Democratic Party, 217 with the Republican Party, and 257 with no party affiliation. There are no voters affiliated with the Libertarian Party.

The Supervisors hold meetings periodically during the year to accept new voter registrations and maintain the voter registration database. Meeting notices are posted in the Granite State News, in the kiosk at the Town Office, and on the Town's website: [www.brookfieldnh.org](http://www.brookfieldnh.org). Residents may also register with the Town Clerk during her office hours.

The Secretary of State hosts a Voter Information Look-up page on the NH website <http://app.sos.nh.gov>, where you can check your information in the election database, including your party affiliation and the status of an absentee ballot that you may have requested.

Respectfully submitted,  
*Cheryl Perry*  
*Karen Servacek*  
*Rose Zacher*  
Supervisors of the Checklist

### **Tax Collector**

The 2018 tax year has come and gone – WOW! The Property Tax Warrant was for \$2,034,336.00 and \$1,852,326.29, about 90%, was collected before the books closed for the year. The Tax Lien date for any properties with unpaid balances for 2018 taxes is April 12, 2019. The deeding date for any properties that are unpaid for the 2016 taxes that went to Lien in 2017 is April 15, 2019. At the time of this letter there are three properties that remain unpaid. I anticipate this will change before this is read. We did not deed any properties last year and I hope that will be the case this year also.

Please note my new mailing address:  
Town of Brookfield  
Tax Collector  
PO Box 653  
Sanbornville, NH 03872

Reminder: The Tax Kiosk is available to check the status of your taxes. You may find a link to the Kiosk on the Town website [www.brookfieldnh.org](http://www.brookfieldnh.org). My office hours are still the second and fourth Friday from 10 am to 2 pm or by appointment by calling me at (603) 522-6551. My e-mail is [tax.collector@brookfieldnh.org](mailto:tax.collector@brookfieldnh.org). As always, partial payments are accepted and seem to help many people stay ahead of the taxes. Wishing you all the best in 2019.



# MS-61 Report



*New Hampshire*  
Department of  
Revenue Administration

## MS-61

Municipality:  County:  Report Year:

| Debits  |         |                              |                                     |            |            |  |
|---|---------|------------------------------|-------------------------------------|------------|------------|--|
| Uncollected Taxes Beginning of Year                                     | Account | Levy for Year of this Report | Prior Levies (Please Specify Years) |            |            |  |
|   |         |                              | Year: 2017                          | Year: 2016 | Year: 2015 |  |
| Property Taxes  | 3110    |                              | \$138,758.78                        |            |            |  |
| Resident Taxes  | 3180    |                              |                                     |            |            |  |
| Land Use Change Taxes   | 3120    |                              | \$540.00                            |            |            |  |
| Yield Taxes   | 3185    |                              | \$120.62                            |            |            |  |
| Excavation Tax  | 3187    |                              | \$25.68                             |            |            |  |
| Other Taxes   | 3189    |                              |                                     |            |            |  |
| Property Tax Credit Balance <span style="color: blue;">?</span>         |         | (\$56,196.00)                |                                     |            |            |  |
| Other Tax or Charges Credit Balance <span style="color: blue;">?</span> |         |                              |                                     |            |            |  |

| Taxes Committed This Year               | Account              | Levy for Year of this Report | 2017 | Prior Levies |  |
|---|----------------------|------------------------------|------|--------------|--|
| Property Taxes                          | 3110                 | \$2,034,336.00               |      |              |  |
| Resident Taxes                          | 3180                 |                              |      |              |  |
| Land Use Change Taxes                   | 3120                 | \$21,950.00                  |      |              |  |
| Yield Taxes                             | 3185                 | \$18,300.40                  |      |              |  |
| Excavation Tax                          | 3187                 | \$62.40                      |      |              |  |
| Other Taxes                             | 3189                 |                              |      |              |  |
| - <input type="text"/>                  | <input type="text"/> |                              |      |              |  |
| <input type="button" value="Add Line"/> |                      |                              |      |              |  |

| Overpayment Refunds                        | Account              | Levy for Year of this Report | 2017       | 2016 | 2015 |
|--|----------------------|------------------------------|------------|------|------|
| Property Taxes                             | 3110                 | \$579.00                     |            |      |      |
| Resident Taxes                             | 3180                 |                              |            |      |      |
| Land Use Change Taxes                      | 3120                 |                              |            |      |      |
| Yield Taxes                                | 3185                 |                              |            |      |      |
| Excavation Tax                             | 3187                 |                              |            |      |      |
| - <input type="text"/>                     | <input type="text"/> |                              |            |      |      |
| <input type="button" value="Add Line"/>    |                      |                              |            |      |      |
| Interest and Penalties on Delinquent Taxes | 3190                 | \$1,082.98                   | \$6,662.57 |      |      |
| Interest and Penalties on Resident Taxes   | 3190                 |                              |            |      |      |

|                     |                       |                     |               |               |
|---------------------|-----------------------|---------------------|---------------|---------------|
| <b>Total Debits</b> | <b>\$2,020,134.78</b> | <b>\$146,107.65</b> | <b>\$0.00</b> | <b>\$0.00</b> |
|---------------------|-----------------------|---------------------|---------------|---------------|

## MS-61 Report, cont.



*New Hampshire  
Department of  
Revenue Administration*

### MS-61

| Credits   |                                 |                     |               |               |
|---|---------------------------------|---------------------|---------------|---------------|
| Remitted to Treasurer   | Levy for Year<br>of this Report | 2017                | Prior Levies  |               |
|   |                                 |                     | 2016          | 2015          |
| Property Taxes  | \$1,852,326.29                  | \$88,142.72         |               |               |
| Resident Taxes  |                                 |                     |               |               |
| Land Use Change Taxes   | \$6,850.00                      | \$540.00            |               |               |
| Yield Taxes   | \$7,308.90                      |                     |               |               |
| Interest (Include Lien Conversion)  | \$1,082.98                      | \$5,635.57          |               |               |
| Penalties   |                                 | \$1,027.00          |               |               |
| Excavation Tax  | \$56.24                         | \$25.68             |               |               |
| Other Taxes   |                                 |                     |               |               |
| Conversion to Lien (Principal Only)   |                                 | \$50,713.68         |               |               |
| -   |                                 |                     |               |               |
| <input type="button" value="Add Line"/>   |                                 |                     |               |               |
| Discounts Allowed   |                                 |                     |               |               |
| Abatements Made   | Levy for Year<br>of this Report | 2017                | Prior Levies  |               |
|   |                                 |                     | 2016          | 2015          |
| Property Taxes  | \$337.00                        | \$23.00             |               |               |
| Resident Taxes  |                                 |                     |               |               |
| Land Use Change Taxes   | \$5,200.00                      |                     |               |               |
| Yield Taxes   |                                 |                     |               |               |
| Excavation Tax  | \$26.16                         |                     |               |               |
| Other Taxes   |                                 |                     |               |               |
| -   |                                 |                     |               |               |
| <input type="button" value="Add Line"/>   |                                 |                     |               |               |
| Current Levy Deeded   |                                 |                     |               |               |
| Uncollected Taxes - End of Year # 1080  | Levy for Year<br>of this Report | 2017                | Prior Levies  |               |
|   |                                 |                     | 2016          | 2015          |
| Property Taxes  | \$126,273.71                    |                     |               |               |
| Resident Taxes  |                                 |                     |               |               |
| Land Use Change Taxes   | \$9,900.00                      |                     |               |               |
| Yield Taxes   | \$10,991.50                     |                     |               |               |
| Excavation Tax  |                                 |                     |               |               |
| Other Taxes   |                                 |                     |               |               |
| Property Tax Credit Balance <span style="color: blue; font-size: small;">?</span>         | (\$218.00)                      |                     |               |               |
| Other Tax or Charges Credit Balance <span style="color: blue; font-size: small;">?</span> |                                 |                     |               |               |
| <b>Total Credits</b>  | <b>\$2,020,134.78</b>           | <b>\$146,107.65</b> | <b>\$0.00</b> | <b>\$0.00</b> |

**MS-61 Report, cont.**



*New Hampshire*  
Department of  
Revenue Administration

**MS-61**

| <b>Lien Summary</b>                                     |                  |                                     |                    |                    |
|---|------------------|-------------------------------------|--------------------|--------------------|
| <b>Summary of Debits</b>                                |                  |                                     |                    |                    |
|   |                  | Prior Levies (Please Specify Years) |                    |                    |
|   | Last Year's Levy | Year: 2017                          | Year: 2016         | Year: 2015         |
| Unredeemed Liens Balance - Beginning of Year            |                  |                                     | \$39,106.45        | \$28,081.63        |
| Liens Executed During Fiscal Year                       |                  | \$54,331.52                         |                    |                    |
| Interest & Costs Collected (After Lien Execution)       |                  | \$988.72                            | \$5,112.68         | \$7,493.97         |
| -   |                  |                                     |                    |                    |
| <input type="button" value="Add Line"/>                 |                  |                                     |                    |                    |
| <b>Total Debits</b>                                     | <b>\$0.00</b>    | <b>\$55,320.24</b>                  | <b>\$44,219.13</b> | <b>\$35,575.60</b> |
| <b>Summary of Credits</b>                               |                  |                                     |                    |                    |
|   | Last Year's Levy | Prior Levies                        |                    |                    |
|   |                  | 2017                                | 2016               | 2015               |
| Redemptions   |                  | \$14,500.05                         | \$17,447.67        | \$21,874.48        |
| -   |                  |                                     |                    |                    |
| <input type="button" value="Add Line"/>                 |                  |                                     |                    |                    |
| Interest & Costs Collected (After Lien Execution) #3190 |                  | \$988.72                            | \$5,112.68         | \$7,493.97         |
| -   |                  |                                     |                    |                    |
| <input type="button" value="Add Line"/>                 |                  |                                     |                    |                    |
| Abatements of Unredeemed Liens                          |                  |                                     |                    |                    |
| Liens Deeded to Municipality                            |                  |                                     |                    |                    |
| Unredeemed Liens Balance - End of Year #1110            |                  | \$39,831.47                         | \$21,658.78        | \$6,207.15         |
| <b>Total Credits</b>                                    | <b>\$0.00</b>    | <b>\$55,320.24</b>                  | <b>\$44,219.13</b> | <b>\$35,575.60</b> |

Respectfully submitted,  
*Diana Peckham*  
Tax Collector

**Town Clerk**

Another year has flown by. March 12, 2019 is Town Election day. It is a busy ballot and I hope everyone will come out to vote or register if not already on the checklist.

Don't forget to license your dog by the end of April, 2019.

## REVENUE

January 1, 2018 – December 31, 2018

|                           |                     |
|---------------------------|---------------------|
| Automobile Permits        | 172,051.04          |
| Dog Licenses              | 661.00              |
| Municipal Agent Fees      | 3,570.00            |
| Blue Title Apps           | 404.00              |
| Miscellaneous             |                     |
| Land Fill Permits         | 2,263.00            |
| Boat Registration Fees    | 259.04              |
| Tax Cards                 | 21.00               |
| Vital Statistic Copies    |                     |
| Births                    | 110.00              |
| Deaths                    | 275.00              |
| Marriages                 | 280.00              |
| Town History & Items Sold | 136.50              |
| Misc. Registration Fees   | 6.00                |
| Late Dog (Fines)          | 21.00               |
|                           |                     |
| <b>TOTAL INCOME</b>       | <b>\$180,057.58</b> |

### Vital Statistics – 2018

#### **Deaths**

| <u>Date of Death</u> | <u>Name of the Deceased</u> | <u>Place of Death</u> | <u>Military</u> |
|----------------------|-----------------------------|-----------------------|-----------------|
| 03/21/2018           | Robbins, Charlene           | Rochester             | N               |
| 05/04/2018           | Lund Jr., Forrest           | Brookfield            | Y               |
| 07/14/2018           | Hare, Clive                 | Brookfield            | N               |
| 10/08/2018           | Badger, Cherry              | Manchester            | N               |
| 11/09/2018           | King, Robert                | Brookfield            | Y               |

#### **Births**

| <u>Date of Birth</u> | <u>Name of Child</u>        | <u>Name of Father</u>   | <u>Name of Mother</u> |
|----------------------|-----------------------------|-------------------------|-----------------------|
| 08/29/2018           | Balsler, Mila Lee           | Balsler, Joshua         | Balsler, Jamie        |
| 09/16/2018           | Delintsiotis, Anthi Demetra | Delintsiotis, Demetrios | Young, Bonny          |

#### **Marriages**

| <u>Date of Marriage</u> | <u>Location of Marriage</u> | <u>Person A</u>  | <u>Person B</u>       |
|-------------------------|-----------------------------|------------------|-----------------------|
| 03/30/2018              | Wolfeboro                   | Ranny, Joseph M. | Stewart, Christina Y. |
| 09/11/2018              | Brookfield                  | Baker, Erik R.   | Melanson, Emily D.    |
| 09/15/2018              | Effingham                   | Lowry, James W.  | Caddell, Beth A.      |

I hereby certify that the births, deaths and marriages are correct to the best of my knowledge.

Respectfully submitted,  
*Virginia McGinley*  
 Town Clerk

## Treasurer

I attended the New Hampshire Finance Officers' Conference in May and listened to a presentation by the New Hampshire Public Deposit Investment Pool. Following the presentation, I received additional information on the Investment Pool and believed the Town could earn additional interest by investing in it. This program is state approved for municipalities; is federally insured; and meets the guidelines of the Town Investment Policy. At my request, a motion was made at the Board of Selectmen's meeting on June 12, 2018, to invest excess funds with the New Hampshire Public Deposit Investment Pool. The motion passed. At the time of the first deposit the Town was earning 1.87% interest and by the end of the year the rate had increased to 2.28%. As a result of this investment strategy, the Town was able to earn an additional \$2,518.84 in interest during the year.

As directed by New Hampshire State RSA 80:61-64, the Town bought property and yield taxes in the amount of \$54,331.52, to process the 2017 tax liens. This amount is not included in the following reports as either revenues or expenditures. Any portions of those liens that have been redeemed are reflected in the reports.

Once again, the Town did not need to borrow any money in anticipation of taxes. This continues to be a great saving to the Town in interest payments, and to me and the Selectmen in the form of reduced paperwork. There is a line in the Operating Budget to include interest, should we need to borrow funds.

The reports in this booklet are summaries taken from the books of the Treasurer for the period of January 1, 2018 through December 31, 2018, and are complete to the best of my knowledge and belief.

## Profit and Loss Statement

### Calendar Year 2018

| <b>Income:</b> |                                   |                            |
|----------------|-----------------------------------|----------------------------|
| 3110           | Property Taxes                    | \$ 2,034,596               |
| 3120           | Land Use Change Tax               | 16,750                     |
| 3185           | Yield Taxes                       | 18,357                     |
| 3190           | Penalties & Interest              | 21,341                     |
| 3220           | Motor Vehicle Permit Fees         | 176,022                    |
| 3230           | Building Permits                  | 7,697                      |
| 3290           | Other Licenses, Permits & Fees    | 3,905                      |
| 3292           | Planning & ZBA                    | 605                        |
| 3352           | Room & Meals Tax - State of NH    | 36,534                     |
| 3353           | Highway Block Grant - State of NH | 33,458                     |
| 3359           | Other State Grant Reimbursement   | 2,005                      |
| 3501           | Sale of Municipal Property        | 339                        |
| 3502           | Interest on Investments           | 4,421                      |
| 3508           | Contributions and Donations       | -                          |
| 3509           | Other Miscellaneous Income        | 600                        |
| 3915           | Transfer from Capital Reserve     | 16,750                     |
| 3917           | Transfer from Other Funds         | 1,345                      |
|                | <b>Total Income</b>               | <b><u>\$ 2,374,726</u></b> |

**Expenses:**

|           |   |                     |
|-----------|---|---------------------|
| 4130      | Executive                                 | 28,403              |
| 4140-4149 | Election, Registration & Vital Statistics | 22,890              |
| 4150-4157 | Financial Administration                  | 41,880              |
| 4153      | Legal Expenses                            | 5,689               |
| 4170      | Personnel Administration                  | 8,732               |
| 4191-4192 | Planning & Zoning Boards                  | 2,947               |
| 4194      | General Government Buildings              | 20,349              |
| 4195      | Town Cemetery                             | 6,116               |
| 4196      | Insurance                                 | 2,805               |
| 4199      | Archival                                  | 2,518               |
| 4210      | Wakefield Fire/Police/Ambulance           | 290,848             |
| 4225      | Forestry                                  | 2,926               |
| 4240      | CEO/Building Inspection                   | 6,016               |
| 4290      | Emergency Management                      | -                   |
| 4312      | Highways & Streets                        | 197,968             |
| 4323      | Wakefield Solid Waste Disposal            | 64,235              |
| 4411      | Health Agencies                           | 2,858               |
| 4445      | Welfare & Vendor Payments                 | 6,030               |
| 4520      | Parks & Recreation                        | 4,216               |
| 4550      | Library - Gafney Library - Wakefield      | 14,000              |
| 4583      | Patriotic Purposes                        | -                   |
| 4589      | Heritage Commission Trust Fund            | 500                 |
| 4589      | Heritage Commission                       | 600                 |
| 4611      | Conservation Commission                   | 2,650               |
| 4619      | Conservation Trust Fund                   | 500                 |
| 4901      | Land Purchase                             | 30,000              |
| 4900      | Capital Outlay                            | 16,750              |
| 4915      | Transfer to Capital Reserve               | 105,000             |
| 4916      | Transfer to Expendable Trust              | 30,000              |
| 4931      | Taxes Paid to Carroll County              | 126,476             |
| 4933      | Taxes Paid to School - GWRSD              | 1,332,485           |
|           | <b>Total Expenses</b>                     | <b>\$ 2,376,387</b> |
|           | <b>Net Income</b>                         | <b>\$ (1,661)</b>   |

## 2018 Vendor Payments and Payroll

|                                   |              |   |            |
|-----------------------------------|--------------|---|------------|
| A-440 Computer Service            | 3,003.94     | Michele Lee                               | 20.00      |
| A. H. Harris & Sons               | 1,575.00     | Millennium Roads, LLC                     | 5,355.00   |
| Amanda Peirce                     | 250.00       | Mitchell Municipal Group                  | 3,760.54   |
| American Security Alarm           | 360.00       | Moose Mtn Regional Greenways              | 100.00     |
| Avitar Associates of NE           | 3,134.75     | Morton Salt, Inc.                         | 5,935.61   |
| Bartlett Tree Experts             | 270.00       | Mountain View Title Abstracting           | 265.00     |
| Bradford Williamson               | 105.00       | NH Municipal Assoc., Inc.                 | 1,250.00   |
| Brian Robischeau                  | 46.98        | National Trust for Historic Preservation  | 100.00     |
| CAI Technologies                  | 775.00       | NH - Assoc of Assessing Officials         | 20.00      |
| Carol A. Leary                    | 91.00        | NH - City & Town Clerks Assn.             | 143.00     |
| Carroll County Registrar          | 163.50       | NH - Dept. of Agriculture, Markets & Food | 231.50     |
| Central NH VNA & Hospice          | 1,500.00     | NH - Dept. of Criminal Records            | 50.00      |
| Cheryl A. Perry                   | 789.68       | NH - Dept. of Motor Vehicles              | 30.00      |
| Chris Godell, Ramping Solutions   | 5,050.00     | NH - Dept. of State                       | 92.00      |
| CivicPlus                         | 1,500.00     | NH - Govt Finance Officers Assn.          | 50.00      |
| CMP Home & Property Maintenance   | 1,270.00     | NH - Office of Strategic Initiatives      | 18.75      |
| Conservation Commission Fund      | 500.00       | Northern Human Services                   | 358.00     |
| Consolidated Communications       | 1,529.38     | Ossipee Aggregates                        | 8,859.75   |
| Craig Evans                       | 1,696.13     | Paey Construction, LLC                    | 4,224.00   |
| Diana Peckham                     | 742.88       | Plodzick & Sanderson                      | 485.00     |
| Dame Electric, LLC                | 533.20       | Porter Office Machines                    | 254.29     |
| David Newman                      | 20.00        | Positively Creative Solutions, LLC        | 140.00     |
| Donahue, Tucker & Ciandella, PLLC | 1,841.00     | Primex                                    | 4,128.00   |
| Doug Madden Builder               | 8,800.00     | R.B. Wood & Associates, LLC               | 3,150.00   |
| Doug Vanderpool                   | 325.00       | Red Jacket Mountain View                  | 368.00     |
| Edward C. Comeau                  | 686.82       | Richard Nordin                            | 150.00     |
| Eversource                        | 2,408.62     | Richard Peckham                           | 230.00     |
| Flag Works over America 2015      | 1,780.00     | Richard B. Surette                        | 219.21     |
| Forest Land Improvement, Inc.     | 2,500.00     | Richard Zacher                            | 168.42     |
| Forest Pump & Filter Co., Inc.    | 90.00        | Robert Nielsen                            | 40.00      |
| Frank Frazier                     | 316.80       | Roberta Holland                           | 40.00      |
| Freedom Printers                  | 217.08       | Roland Kinville                           | 2,000.00   |
| Gafney Library, Inc.              | 14,000.00    | Rose Zacher                               | 876.17     |
| Geary Ciccarone                   | 20.00        | Rymes Propane                             | 190.29     |
| George Nick                       | 512.41       | Salmon Press, LLC                         | 868.00     |
| Granite State Minerals            | 9,479.59     | Sandra Prior                              | 50.00      |
| Granite State Stamps, Inc.        | 42.50        | Sarah Straz                               | 20.00      |
| Gov. Wentworth School District    | 1,294,013.00 | Seacoast Media Group                      | 80.00      |
| Hayden Robischeau                 | 221.25       | Staples                                   | 559.72     |
| Heritage Commission Fund          | 500.00       | Strafford Regional Planning Comm.         | 136.25     |
| Hillsborough County Forest Fire   | 40.00        | T.E.N. Construction, LLC                  | 162,173.50 |
| Howard P. Fairfield, Inc.         | 965.41       | Thomas Beeler                             | 102.70     |
| IDS                               | 84.61        | Thomas Hill                               | 30.00      |
| Internal Revenue Service          | 17,016.80    | Thomas Lavender                           | 150.00     |
| Interware Development Co.         | 291.00       | Tim Straz                                 | 20.00      |
| Jan Ledbetter                     | 20.00        | Town & Country Reprographics              | 685.83     |
| Jennifer McKown                   | 86.00        | Town of Wakefield                         | 355,083.00 |
| Jordan Lumber Company             | 2,880.00     | Town of Wolfeboro                         | 4,216.00   |
| Karen E. Servacek                 | 546.00       | Treasurer, Carroll County                 | 126,476.00 |
| Ken Premo, Jr.                    | 150.00       | Treasurer, State of NH                    | 75.00      |
| Lakes Region NCH & TCA            | 45.00        | Tri-County Community Action               | 4,000.00   |
| Land Technical Services           | 633.35       | Trustees of the Trust Fund                | 136,200.00 |
| Laurie M. Champy                  | 448.06       | Tumbledown Farms                          | 60.00      |
| Loginov IP                        | 500.00       | U. S. Post Office                         | 261.00     |
| Longmeadow Supply                 | 5.88         | Virginia A. McGinley                      | 225.71     |
| Marilou MacLean                   | 509.27       | Virtual Town Hall Holdings, LLC           | 1,500.00   |
| Marsha Hunter                     | 30,000.00    | Wakefield Food Pantry                     | 2,000.00   |
| Meals on Wheels                   | 1,000.00     | White Mtn Oil & Propane                   | 4,263.85   |

## Payroll – 2018

|                   |           |                           |                            |
|-------------------|-----------|---------------------------|----------------------------|
| Thomas Beeler     | 472.96    | George Nick               | 1,241.25                   |
| Laurie M. Champy  | 8,024.85  | Robert Nielsen            | 3,112.50                   |
| Eleanor DeBow     | 1,500.00  | Diana Peckham             | 14,000.00                  |
| Craig Evans       | 907.00    | Brian Robischeau          | 5,000.00                   |
| Cheryl Giguere    | 600.00    | Jessica Robischeau        | 480.00                     |
| Patricia Golden   | 393.75    | Rick Surette              | 5,000.00                   |
| Marilou MacLean   | 12,500.04 | Lynn Watts                | 30.00                      |
| Dr. William Marsh | 131.75    | Kristin Whitworth         | 712.50                     |
| Virginia McGinley | 14,000.00 | Richard Zacher            | 5,000.00                   |
| Jennifer McKown   | 1,755.00  | Rose Zacher               | 682.50                     |
| Edward J. Nason   | 5,000.00  |                           |                            |
|                   |           | <b>Total Payroll 2018</b> | <b><u>\$ 80,544.10</u></b> |

## 2018 Cash Book Accounts

| <b>Meredith Village Savings Bank (MVSB) - Checking Account</b> |                            |
|--|----------------------------|
| Balance - January 1, 2018                                      | \$ 58,919.54               |
| Deposits   | \$ 352,179.78              |
| Payment of 2017 Returned Check                                 | \$ 123.00                  |
| Transfer from Savings Account                                  | \$ 1,070,000.00            |
| Transfer to Savings Account                                    | \$ (800,000.00)            |
| Transfer from Profile Bank                                     | \$ 1,734,000.00            |
| Transfer from Conservation Comm Funds                          | \$ 1,000.00                |
| Paid by Selectmen's Orders                                     | \$ (2,386,801.53)          |
| <b>Ending Balance - December 31, 2018</b>                      | <b><u>\$ 29,420.79</u></b> |



**Meredith Village Savings Bank - Savings Account**

|   |           |                          |
|---|-----------|--------------------------|
| Balance - January 1, 2018                 | \$        | 424,489.39               |
| Transfers In from Checking Account        | \$        | 800,000.00               |
| Transfers Out to Checking Account         | \$        | (1,070,000.00)           |
| Interest Earned                           | \$        | 562.17                   |
| <b>Ending Balance - December 31, 2018</b> | <b>\$</b> | <b><u>155,051.56</u></b> |

**Conservation Commission Fund**

|  |           |                        |
|--|-----------|------------------------|
| Balance - January 1, 2018                                      | \$        | 5,421.61               |
| Deposit - Per Warrant Article #6<br>Town Meeting 3/17/2018     | \$        | 500.00                 |
| Transfer to MVSb-Checking<br>To pay for Forest Management Plan | \$        | (1,000.00)             |
| Interest Earned  | \$        | 2.59                   |
| <b>Ending Balance, December 31, 2018</b>                       | <b>\$</b> | <b><u>4,924.20</u></b> |

**Heritage Fund**

|  |           |                        |
|--|-----------|------------------------|
| Balance - January 1, 2018                                | \$        | 5,441.98               |
| Deposit - Per Warrant Article #7<br>Town Meeting 3/17/18 | \$        | 500.00                 |
| Interest Earned  | \$        | 2.59                   |
| <b>Ending Balance, December 31, 2018</b>                 | <b>\$</b> | <b><u>5,944.57</u></b> |

| <b>Profile Bank</b>                            |                      |
|--|----------------------|
| Balance - January 1, 2018                      | \$ 526,731.05        |
| Deposits                                       | \$ 2,086,898.40      |
| Transfers to MVSBS-Checking                    | \$ (1,734,000.00)    |
| Transfers to NH Public Deposit Investment Pool | \$ (600,000.00)      |
| Returned Checks                                | \$ (5,600.51)        |
| Interest Earned                                | \$ 1,174.03          |
| Bank Fees                                      | \$ (10.00)           |
| <b>Ending Balance, December 31, 2018</b>       | <b>\$ 275,192.97</b> |

| <b>NH Public Deposit Investment Pool (NHPDIP)</b> |                      |
|---|----------------------|
| Transfer from Profile Bank to Open Account        | \$ 300,000.00        |
| Second Transfer from Profile Bank                 | \$ 300,000.00        |
| Interest Earned                                   | \$ 2,518.84          |
| <b>Ending Balance, December 31, 2018</b>          | <b>\$ 602,518.84</b> |

Respectfully submitted,  
*Marilou MacLean*  
 Town Treasurer

## **Trustees of The Trust Funds**

The Town's funds are arranged into three accounts as noted below:

Private burial ground funds are funds given by families and managed by the Town for the maintenance of some of the private burying grounds that you see around Town. They are allocated at 57% fixed income, 27% equity and 16% cash. They earned \$1,202 this year, or a 2.8% return. This was more than enough to generate the returns needed for Cemetery maintenance, the cost of which was \$718 this year.

Capital Reserve Funds are various accounts set up by the Town and funded by taxes used for capital improvements. They are allocated at 50% fixed income and 50% cash. They earned \$6,483 this year, or 1.8 %. These holdings consist of a NH money market fund and a series of NH state and local bonds.

Common Funds are funds appropriated by the Town and also donated by the public for a specific purpose. These are allocated at 58% fixed income, 27% equity, and 15% cash, returning \$1,996 or 1.6% this year.

The total of all investments is \$595,080.

We will rebalance the portfolios in January to achieve 70% fixed income and 30% equity allocations, and believe that the current strategy meets the Towns objectives of preservation of capital and generation of current income sufficient to meet operating expenses.

Respectfully submitted,  
*Richard Nordin*  
Chair



**Brookfield Trust Funds as of December 31, 2018**

| <b>Cemetery Funds</b> |                                    | <b>PRINCIPAL</b> |                        |                   |                      |             |                  | <b>INCOME</b>          |             |                 |                      |                  |                                   |
|-----------------------|------------------------------------|------------------|------------------------|-------------------|----------------------|-------------|------------------|------------------------|-------------|-----------------|----------------------|------------------|-----------------------------------|
| DATE OF CREATION      | NAME OF TRUST FUND                 | %                | BALANCE BEGINNING YEAR | NEW FUNDS CREATED | CASH GAINS OR LOSSES | WITH-DRAWAL | BALANCE END YEAR | BALANCE BEGINNING YEAR | INCOME %    | DURING YEAR AMT | EXPENDED DURING YEAR | BALANCE END YEAR | GRAND TOTAL OF PRINCIPAL & INCOME |
| 1926                  | Lang, R. A.                        | 2.01%            | 200.07                 | 0.00              | 4.15                 | 0.00        | 204.23           | 23.70                  | 2.01%       | 24.19           | (7.60)               | 40.29            | 244.52                            |
| 1927                  | Dealand, Thomas F.                 | 0.50%            | 50.02                  | 0.00              | 1.04                 | 0.00        | 51.06            | 365.17                 | 0.50%       | 6.05            | (61.89)              | 309.32           | 360.38                            |
| 1944                  | Robinson, Noah H.                  | 1.01%            | 100.04                 | 0.00              | 2.08                 | 0.00        | 102.11           | 527.42                 | 1.01%       | 12.09           | (93.75)              | 445.77           | 547.88                            |
| 1944                  | Podrasnik, Joseph N.               | 5.03%            | 500.19                 | 0.00              | 10.39                | 0.00        | 510.57           | 6,788.40               | 5.03%       | 60.47           | (18.73)              | 6,830.13         | 7,340.70                          |
| 1948                  | Palmer, Jasper T.                  | 8.79%            | 873.40                 | 0.00              | 18.14                | 0.00        | 891.54           | 281.23                 | 8.79%       | 105.59          | (62.71)              | 324.11           | 1,215.65                          |
| 1950                  | Garland, Mary                      | 2.01%            | 200.07                 | 0.00              | 4.15                 | 0.00        | 204.23           | 386.33                 | 2.01%       | 24.19           | (37.60)              | 372.92           | 577.15                            |
| 1956                  | Allen, Samuel                      | 3.02%            | 300.11                 | 0.00              | 6.23                 | 0.00        | 306.34           | 448.66                 | 3.02%       | 36.28           | (41.24)              | 443.70           | 750.04                            |
| 1965                  | Churchill, Joseph                  | 3.02%            | 300.11                 | 0.00              | 6.23                 | 0.00        | 306.34           | 1,853.47               | 3.02%       | 36.28           | (11.24)              | 1,878.51         | 2,184.85                          |
| 1970                  | Wentworth, Walter                  | 2.01%            | 200.07                 | 0.00              | 4.15                 | 0.00        | 204.23           | 302.08                 | 2.01%       | 24.19           | (37.60)              | 288.67           | 492.90                            |
| 1972                  | Hansen Trust                       | 3.02%            | 300.11                 | 0.00              | 6.23                 | 0.00        | 306.34           | 404.09                 | 3.02%       | 36.28           | (41.24)              | 399.13           | 705.47                            |
| 1974                  | Franges, Justine C.                | 30.19%           | 3,001.11               | 0.00              | 62.32                | 0.00        | 3,063.43         | 20,137.55              | 30.19%      | 362.81          | (157.39)             | 20,342.97        | 23,406.40                         |
| 1977                  | Wiley Fund                         | 3.17%            | 315.12                 | 0.00              | 6.54                 | 0.00        | 321.66           | 824.86                 | 3.17%       | 38.10           | (11.80)              | 851.16           | 1,172.82                          |
| 1982                  | Churchill, Thomas Lindsay          | 4.03%            | 400.15                 | 0.00              | 8.31                 | 0.00        | 408.46           | 140.05                 | 4.03%       | 48.37           | (14.98)              | 173.44           | 581.89                            |
| 1987                  | Cate, James (Chamberlain)          | 5.03%            | 500.19                 | 0.00              | 10.39                | 0.00        | 510.57           | 685.48                 | 5.03%       | 60.47           | (18.73)              | 727.21           | 1,237.78                          |
| 1987                  | Cate, Myron (Cate)                 | 5.03%            | 500.19                 | 0.00              | 10.39                | 0.00        | 510.57           | 792.98                 | 5.03%       | 60.47           | (18.73)              | 834.71           | 1,345.28                          |
| 1993                  | Syer, Harriet (Brookfield)         | 2.01%            | 200.07                 | 0.00              | 4.15                 | 0.00        | 204.23           | 166.80                 | 2.01%       | 24.19           | (7.49)               | 183.49           | 387.72                            |
| 1995                  | Dailey, Louis B. (Blake)           | 10.06%           | 1,000.37               | 0.00              | 20.77                | 0.00        | 1,021.14         | 729.24                 | 10.06%      | 120.94          | (37.46)              | 812.71           | 1,833.86                          |
| 2018                  | Churchill Children (BG#55)         | 5.03%            | 0.00                   | 500.00            | 10.38                | 0.00        | 510.38           | 0.00                   | 5.03%       | 60.45           | (18.72)              | 41.72            | 552.10                            |
| 2018                  | Churchill Original Settler (BG#54) | 5.03%            | 0.00                   | 500.00            | 10.38                | 0.00        | 510.38           | 0.00                   | 5.03%       | 60.45           | (18.72)              | 41.72            | 552.10                            |
|                       | <b>COMMON TRUST TOTAL</b>          | <b>100%</b>      | <b>8,941.40</b>        | <b>1,000.00</b>   | <b>206.43</b>        | <b>0.00</b> | <b>10,147.83</b> | <b>34,857.49</b>       | <b>100%</b> | <b>1,201.82</b> | <b>(717.63)</b>      | <b>35,341.68</b> | <b>45,489.51</b>                  |

**Brookfield Trust Funds as of December 31, 2018**

| <b>Capital Reserve Fund</b> |                                    |                     | <b>PRINCIPAL</b>       |                   |                   |                    |                   | <b>INCOME</b>          |                |                 |                      |                  |                                   |
|-----------------------------|------------------------------------|---------------------|------------------------|-------------------|-------------------|--------------------|-------------------|------------------------|----------------|-----------------|----------------------|------------------|-----------------------------------|
| DATE OF CREATION            | NAME OF TRUST FUND                 | %                   | BALANCE BEGINNING YEAR | NEW FUNDS CREATED | CASH GAIN OR LOSS | WITH-DRAWAL        | BALANCE END YEAR  | BALANCE BEGINNING YEAR | INCOME %       | DURING YEAR AMT | EXPENDED DURING YEAR | BALANCE END YEAR | GRAND TOTAL OF PRINCIPAL & INCOME |
|                             |                                    | (Town appropriated) |                        |                   |                   |                    |                   |                        |                |                 |                      |                  |                                   |
| 3/12/1991                   | Road & Bridge Repair <sup>2</sup>  | 43.25%              | 145,257.31             | 80,000.00         | 0.00              | (33,000.00)        | 192,257.31        | 4,453.47               | 43.25%         | 2,803.97        | (60.49)              | 7,196.95         | 199,454.26                        |
| 3/12/1991                   | Moose Mountain CRF II <sup>4</sup> | 11.26%              | 78,114.01              | 0.00              | 0.00              | (28,056.28)        | 50,057.73         | 2,688.70               | 11.26%         | 730.07          | (15.75)              | 3,403.01         | 53,460.75                         |
| 3/12/1991                   | Parks & Rec Equip                  | 1.41%               | 6,260.71               | 0.00              | 0.00              | 0.00               | 6,260.71          | 283.82                 | 1.41%          | 91.31           | (1.97)               | 373.16           | 6,633.87                          |
| 3/9/1991                    | Mutual Aid                         | 2.38%               | 10,587.07              | 0.00              | 0.00              | 0.00               | 10,587.07         | 479.95                 | 2.38%          | 154.41          | (3.33)               | 631.02           | 11,218.09                         |
| 3/12/1991                   | Town Bldg. & Grd Maint.            | 7.84%               | 34,872.48              | 0.00              | 0.00              | 0.00               | 34,872.48         | 1,412.64               | 7.84%          | 508.60          | (10.97)              | 1,910.27         | 36,782.75                         |
| 3/11/1997                   | Records Preservation               | 2.50%               | 11,122.95              | 0.00              | 0.00              | 0.00               | 11,122.95         | 504.24                 | 2.50%          | 162.22          | (3.50)               | 662.96           | 11,785.91                         |
| 3/11/2015                   | Town House Repair <sup>1</sup>     | 16.86%              | 0.00                   | 74,967.71         | 0.00              | 0.00               | 74,967.71         | 467.11                 | 16.86%         | 1,093.36        | (23.59)              | 1,536.89         | 76,504.60                         |
| 3/15/2015                   | Moose Mountain CRF <sup>2,3</sup>  | 9.38%               | 51,701.57              | 20,000.00         | 0.00              | (30,000.00)        | 41,701.57         | 713.53                 | 9.38%          | 608.20          | (13.12)              | 1,308.60         | 43,010.17                         |
| 3/15/2017                   | Veterans Memorial                  | 0.61%               | 2,500.00               | 200.00            | 0.00              | 0.00               | 2,700.00          | 21.82                  | 0.61%          | 39.38           | (0.85)               | 60.35            | 2,760.35                          |
| 3/15/2017                   | Town Garage and Storage            | 4.50%               | 15,000.00              | 5,000.00          | 0.00              | 0.00               | 20,000.00         | 130.94                 | 4.50%          | 291.69          | (6.29)               | 416.33           | 20,416.33                         |
|                             | <b>CAPITAL RESERVE TOTAL</b>       | <b>100.00 %</b>     | <b>355,416.11</b>      | <b>180,167.71</b> | <b>0.00</b>       | <b>(91,056.28)</b> | <b>444,527.54</b> | <b>11,156.21</b>       | <b>100.00%</b> | <b>6,483.20</b> | <b>(139.87)</b>      | <b>17,499.54</b> | <b>462,027.08</b>                 |

**Notes and Errata**

- 1** Town House Repair was Warranted as a Capital Reserve Fund. The Trustees originally placed it in the Common Fund Group. Moved as of 1/1/2018.
- 2** In December 2017, the Town Deposited 33,000 and 30,000 into Road and Bridge and Moose Mountain CRF in error. These funds were returned to the Town in January 2018.
- 3** Moose Mountain Bridge Fund was renamed Moose Mountain CRF. Changed in this report.
- 4** In 2017, the Town received a State Grant that was appropriate for use on the Moose Mountain Road bridge project. This Grant funding was incorrectly deposited into the Trust Accounts instead of the Town's Account. These funds were transferred to the Town in January 2018.

**Brookfield Trust Funds as of December 31, 2018**

| <b>Common Expendable Trust Funds</b> |   | <b>PRINCIPAL</b> |                        |                   |                   |                    |                  | <b>INCOME</b>          |             |                 |                      |                  |                                   |
|--------------------------------------|---|------------------|------------------------|-------------------|-------------------|--------------------|------------------|------------------------|-------------|-----------------|----------------------|------------------|-----------------------------------|
| DATE OF CREATION                     | NAME OF TRUST FUND                        | %                | BALANCE BEGINNING YEAR | NEW FUNDS CREATED | CASH GAIN OR LOSS | WITH-DRAWAL        | BALANCE END YEAR | BALANCE BEGINNING YEAR | INCOME %    | DURING YEAR AMT | EXPENDED DURING YEAR | BALANCE END YEAR | GRAND TOTAL OF PRINCIPAL & INCOME |
| 3/1/1996                             | Public Scholastic Award                   | 30.43%           | 25,348.51              | 0.00              | (4.32)            | 0.00               | 25,344.19        | 1,831.74               | 30.43%      | 607.33          | (182.99)             | 2,256.09         | 27,600.28                         |
| 3/12/2002                            | Property Re-Evaluation                    | 37.56%           | 31,290.60              | 0.00              | (5.33)            | 0.00               | 31,285.27        | 599.23                 | 37.56%      | 749.70          | (225.89)             | 1,123.05         | 32,408.31                         |
| 3/14/2006                            | Town Bldg. Office Equip.                  | 8.09%            | 6,735.77               | 0.00              | (1.15)            | 0.00               | 6,734.62         | 146.47                 | 8.09%       | 161.38          | (48.63)              | 259.23           | 6,993.85                          |
| 10/22/2012                           | Park Committee Fund                       | 4.77%            | 3,974.70               | 0.00              | (0.68)            | 0.00               | 3,974.02         | 248.64                 | 4.77%       | 95.23           | (28.69)              | 315.18           | 4,289.20                          |
| 3/8/2016                             | Town Cemetery Maintenance and Improvement | 6.00%            | 4,000.00               | 1,000.00          | (0.85)            | 0.00               | 4,999.15         | 19.27                  | 6.00%       | 119.80          | (36.09)              | 102.97           | 5,102.12                          |
| 3/8/2016                             | Town Cemetery Private Donations           | 1.14%            | 949.00                 | 0.00              | (0.16)            | 0.00               | 948.84           | 4.57                   | 1.14%       | 22.74           | (6.85)               | 20.46            | 969.30                            |
| 3/11/2015                            | Town House Repair                         | 0.00%            | 44,967.71              | 30,000.00         | (0.00)            | (74,967.71)        | 0.00             | 467.11                 | 0.00%       | 0.00            | (467.11)             | 0.00             | 0.00                              |
| 3/15/2017                            | Forest Firefighting Equipment             | 12.01%           | 10,000.00              | 0.00              | (1.70)            | 0.00               | 9,998.30         | 38.99                  | 12.01%      | 239.59          | (72.19)              | 206.39           | 10,204.69                         |
|                                      | <b>COMMON TRUST TOTAL</b>                 | <b>100%</b>      | <b>127,266.29</b>      | <b>31,000.00</b>  | <b>(14.20)</b>    | <b>(74,967.71)</b> | <b>83,284.38</b> | <b>3,351.48</b>        | <b>100%</b> | <b>1,995.78</b> | <b>(1,068.44)</b>    | <b>4,278.82</b>  | <b>87,563.20</b>                  |

## Wakefield Fire and Rescue Department

The Wakefield Fire/Rescue Department operates with 7 fulltime Firefighter/EMT's and 30 call members who work in conjunction to cover calls.

On June 1, 2018, the Wakefield Fire/Rescue Department started 24 hour a day coverage with 2 fulltime personnel on each shift. This was made possible with the addition of 3 more fulltime positions. Nighttime calls have traditionally been covered by on-call personnel who would respond from their homes to cover EMS and fire calls. Now with personnel at the station 24 hours a day, crews are able to provide a faster response time. The increased volume in calls, especially at night, make our call personnel a vital part in handling back-to-back EMS and fire calls.

In 2018 the department had 64 back-to-back calls, and another 53 simultaneous calls.

Our local hospitals are a vital part in having our patients receive advanced medical care. Wakefield EMS requested paramedic intercepts from Frisbie Memorial Hospital 48 times and Huggins Hospital 32 times. Wakefield EMS also requested mutual aid ambulances from surrounding towns, including air transport through DHART and Life Flight 37 times.

The Wakefield Fire/ Ambulance Department responded to a total of 1064 calls in 2018: 735 EMS calls and 329 fire calls.

|                         |     |                     |    |
|-------------------------|-----|---------------------|----|
| Medical Calls           | 591 | Fire, Misc.         | 29 |
| Motor Vehicle Accidents | 97  | Alarm Activations   | 48 |
| Structure Fires         | 28  | Ice/Water Rescue    | 1  |
| Car Fires               | 4   | Chimney Fires       | 3  |
| Illegal Fires           | 21  | Brush Fires         | 11 |
| Service calls           | 18  | Mutual Aid          | 67 |
| Good Intent             | 8   | Spills, Leaks       | 9  |
| Power Lines             | 30  | Lost Person         | 3  |
| Carbon Monoxide         | 14  | Misc. calls         | 47 |
| Public Assist           | 17  | Smoke Investigation | 18 |

### **Areas of Town: Total Calls Fire/EMS:**

|                |     |
|----------------|-----|
| Wakefield      | 575 |
| East Wakefield | 277 |
| Union          | 37  |
| Brookfield     | 88  |
| Mutual Aid     | 67  |
| Standby        | 20  |

Wakefield is a member of the Ossipee Valley Mutual Aid Association, which covers most of the towns in southern Carroll County. We also have mutual aid relationships with our neighbors across the border in Maine and those in Strafford County. Wakefield responded to 67 calls for fire or ambulance in other communities.

Listed below are the members of the Wakefield Fire Rescue Department. I thank them for their dedication and thank their families for the support and understanding for the long hours.

|                                 |                                    |
|---------------------------------|------------------------------------|
| Rhodes Haskell, Deputy Chief    | Janet Williamson, Paramedic        |
| Ken Paul Jr, Captain, FF/EMR    | Derek Chouinard, FF/Paramedic      |
| Jane Runnels, Captain/EMT       | Frank Bruno, FF/EMT                |
| Brad Beveridge, Captain/FF/AEMT | Frank Pevear, FF/EMT               |
| Michael Moore, Lieut. FF        | Duane Marsh, FF/EMT                |
| Andrew Perkins, FF/AEMT         | Courtney Trepanier, FF             |
| Jared Pearce, FF/AEMT           | Mike Walsh, FF                     |
| Joseph Burkett, FF/AEMT         | Eric Boggs, FF                     |
| Mike Okoniewski, FF/AEMT        | Caitlin Chouinard, FF              |
| Stephen McMullen, FF/AEMT       | Steve Libby, FF                    |
| Dalton Huestis, FF/AEMT         | Brock Griffin, FF                  |
| Jason Worster, FF/AEMT          | Dave Cotreau, FF                   |
| Josh Tapley, FF/AEMT            | Dawson Cotreau, FF                 |
| Jason Johnson, FF/AEMT          | Steve Petsche, FF                  |
| Anastasia St Pierre, FF/EMT     | Nick Jenner, FF                    |
| Hope Moore, EMT                 | Arron Lavoie, FF                   |
| Dave Silcocks, FF/EMR           | Dan Moore, Junior FF               |
| Dawson Libby, FF/EMT            | Patricia Brackett, FF / Admin. Sec |

My thanks and gratitude go to the Sanbornville Firemen's Association and the members of the department that assist in raising money throughout the year. All funds that are raised go toward the purchase of new equipment.

We have now implemented apparatus replacement plans for our ambulances. They are on a 5-year rotation schedule, allowing the department to purchase one new ambulance every five years due to the number of miles they accumulate over that time period. We try to replace fire apparatus after 20 to 25 years of service.

The officers and members of the Wakefield Fire Rescue Department thank all the Towns of Wakefield and Brookfield. We appreciate and value your support. Thank you all!

**Check your smoke and CO detectors! Stay safe and have a healthy 2019.**

Respectfully submitted,  
*Todd C. Nason*  
Chief

### **Wakefield Police Department**

2018 was certainly a year of change for the Wakefield Police Department. Chief Kenneth Fifield retired after 28 years of service. We are truly grateful for all that Chief Fifield did for the Towns of Wakefield and Brookfield as well as being a leader for our department. Since I was sworn in as your Chief on April 2, 2018, we now have a roster consisting of 14 Officers. There have been multiple promotions within the department in 2018 which has proven to be beneficial in all aspects of operations.

Our Facebook page has become an asset as a form of contact for residents to reach out to us with questions and concerns. It has also been a great way to share news relating to our recovery of lost animals as well as weather and traffic alerts.



This year Officer Matthew Martino was named Officer of the Year. Throughout the year we have received multiple phone calls and correspondence regarding the outstanding job performance and integrity of Officer Martino.

The 2<sup>nd</sup> floor of the Public Safety Building (PSB) was completed and on February 10, 2018, we held an Open House for the citizens to come tour the facilities. This building is not just an asset to the Police and Fire Departments, but also to visitors and town employees. The PSB also serves as a building for a variety of trainings for the both the Police Department and the Fire Department. The Public Safety Building space has also been utilized by the Secret Santa program in past years, as well as 2018.

We have seen a significant decrease in burglary incidents in Wakefield and Brookfield this past year. This is due to the hard work and dedication of our officers, as well as a prominent police presence.

We continue to offer the SHIELD program at the Paul School and also offer a Firearm Safety/Gun course.

Through proactive policing, training for our officers, and increased engagement with the community, we continue to see positive results in prevention of crime and drug violations.

With funding from the Department of Highway Safety we have been able to conduct patrols to ensure safer driving and enforce traffic violations in Wakefield and Brookfield. I feel that has been a very effective tool for our department as we have seen a decrease in motor vehicle accidents. We were awarded a 50/50 grant for the purchase of a radar trailer. This equipment will help us gather data for times of day and locations where there are people violating the speed limit. We were also awarded grant money from the Bulletproof Vest Partnership towards the purchase of vests for our officers.

We had 462 calls for service connected to Animal Control with 150 of those being related to Civil Forfeitures.

We have been successful with reuniting dogs and cats with their owners, and in finding homes for one dog and one cat through our Adoption Program. The rabies and neutering clinics were successful once again and we look forward to again offering a facility for this to take place that is convenient for animal owners in Wakefield and Brookfield to access.

### **Brookfield Reported Cases**

|                             | <b><u>2017</u></b> | <b><u>2018</u></b> |                       | <b><u>2017</u></b> | <b><u>2018</u></b> |
|-----------------------------|--------------------|--------------------|-----------------------|--------------------|--------------------|
| Fraud, Theft                | 8                  | 5                  | Medical emergencies   | 29                 | 17                 |
| Trespass, or Vandalism      | 4                  | 9                  | Directed Patrols      | 60                 | 21                 |
| Domestic violence related   | 7                  | 8                  | Security Checks       | 188                | 93                 |
| Suspicious activity reports | 7                  | 5                  | Animal Control Calls  | 30                 | 27                 |
| Investigations              | 27                 | 14                 | Mental Health related | 2                  | 1                  |
| Community Relations         | 79                 | 74                 | Pistol permits        | 3                  | 17                 |

### **Motor Vehicle Activity**

|                         | <b><u>2017</u></b> | <b><u>2018</u></b> |
|-------------------------|--------------------|--------------------|
| Accidents & Incidents   | 16                 | 21                 |
| Total stops             | 235                | 129                |
| Speed check enforcement | 106                | 26                 |

**Crime and Investigations Ten Year Trend**

|                         | 2009   | 2010   | 2011   | 2012   | 2013   | 2014   | 2015   | 2016   | 2017   | 2018   |
|-------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Calls for Service       | 12,887 | 15,029 | 14,373 | 14,056 | 14,574 | 15,963 | 15,716 | 14,309 | 16,033 | 16,438 |
| Burglary                | 39     | 45     | 49     | 44     | 46     | 31     | 32     | 23     | 28     | 6      |
| Criminal Trespass       | 39     | 46     | 37     | 36     | 19     | 32     | 15     | 35     | 35     | 21     |
| Theft                   | 108    | 115    | 96     | 79     | 77     | 81     | 79     | 83     | 75     | 57     |
| Criminal Mischief       | 85     | 79     | 84     | 75     | 30     | 51     | 34     | 34     | 26     | 53     |
| Arrests                 | 642    | 637    | 549    | 677    | 524    | 580    | 464    | 404    | 503    | 342    |
| Motor Vehicle Thefts    | 10     | 15     | 10     | 14     | 8      | 10     | 6      | 8      | 8      | 3      |
| Dom Violence Related    | 69     | 71     | 98     | 80     | 76     | 80     | 96     | 71     | 97     | 18     |
| Sexual Assault          | 8      | 14     | 10     | 8      | 12     | 9      | 14     | 14     | 21     | 9      |
| Motor Vehicle Activity  | 2,449  | 2,411  | 2,382  | 1,860  | 1,907  | 1,868  | 1,329  | 1,230  | 2,161  | 1,535  |
| Accidents               | 132    | 150    | 130    | 127    | 121    | 109    | 126    | 144    | 162    | 148    |
| Animal Control Calls    | 224    | 1022   | 972    | 1,022  | 1,030  | 1,010  | 860    | 629    | 721    | 435    |
| Motor Vehicle Incidents | 247    | 231    | 220    | 152    | 230    | 192    | 208    | 177    | 156    | 194    |

**Charges of Interest**

|  |     |                                 |     |
|--|-----|---------------------------------|-----|
| Aggravated Assault                     | 28  | DWI                             | 22  |
| Assault                                | 31  | Involuntary Emergency Admission | 20  |
| Burglary                               | 1   | Liquor Law Violations           | 4   |
| Theft                                  | 6   | Drug Related Charges            | 31  |
| Criminal Threatening/Intimidation      | 4   | Other Motor Vehicle Arrests     | 168 |
| Criminal Mischief/Vandalism            | 16  | Domestic Violence Related       | 26  |
| Sobriety Check Point - Arrest/Citation | 1/1 | Open Warrants                   | 7   |

*Respectfully submitted,*  
 John Ventura  
 Chief of Police

## Wakefield Transfer Station



| <u>Recyclables</u>     | <u>2017</u>  | <u>2018</u>  |
|------------------------|--------------|--------------|
| Antifreeze             | 0 gal        | 100 gal      |
| Batteries              | 3.67 tons    | 3.17 tons    |
| Mixed Paper            | 294.14 tons  | 311.92 tons  |
| Aluminum Cans          | 15.37 tons   | 16.06 tons   |
| Glass                  | 161.04 tons  | 115.43 tons  |
| Fluorescent Bulbs      | 3464 units   | 2413 units   |
| Used Motor Oil         | 2140 gal     | 1850 gal     |
| Electronics            | 23.3 tons    | 23.76 tons   |
| Textiles               | 19.49 tons   | 15.15 tons   |
| Scrap Metals           | 213.71 tons  | 188.35 tons  |
| Plastic                |              | 67.12 tons   |
| <br>                   |              |              |
| <u>High Cost Waste</u> |              |              |
| Tires                  | 23.05 tons   | 14.44 tons   |
| Bulky (Demolition)     | 683.08 tons  | 712.86 tons  |
| MSW (Household)        | 1436.43 tons | 1446.12 tons |

Thank you for recycling!

Respectfully submitted,  
*Joseph Gore*  
Transfer Station Manager

## Zoning Board of Adjustment

In 2018, the Brookfield ZBA started a process to review and update its Rules of Procedures and Forms so that they comply with current state RSA requirements. A draft of the revised Rules of Procedure was completed in December of 2018 and was posted to the Town Website. In the spring of 2019, the Board will meet to review and approve this draft and to work on revising the various Forms required to apply for a Hearing with the ZBA.

In 2018, the ZBA held one Public Hearing, a request for a variance from the requirement that a subdivided lot to have at least the required 250 feet of frontage on a Town Road. After deliberation, the Board voted to deny the variance. Minutes from this Hearing are available at the Town Office Building and on the Town Website.

Anyone interested in becoming an Alternate to the ZBA is encouraged to contact its Chairman, Frank Frazier, at [zoning.board@brookfieldnh.org](mailto:zoning.board@brookfieldnh.org).

Respectfully submitted,  
*Frank F Frazier Jr.*  
Chairman





Town Seal

Original Pen & Ink by Judy Brenner

Front Cover - Brookfield Town House

Original Pen & Ink by Lynn Kirby