



TOWN OF BROOKFIELD, NEW HAMPSHIRE
OFFICE OF THE SELECT BOARD
267 Wentworth Road
Brookfield, N.H. 03872
603-522-3688

September 8, 2026

Site Visit: 1 Clark Road, Brookfield, NH

Date: Saturday, September 5 at 11:30am

In Attendance: Rich Zacher, SB Chair, Jan Ledbetter SB Member, Chris Kinville, Road Agent, John and Michelle Roth, Property Owners

The Select Board and Road Agent met with property owners John and Michelle Roth to discuss roadside trees and Clark Road culvert concerns.

The discussion addressed the Town's responsibilities regarding trees, roadside growth, and highway safety under RSA 231:150, as well as the property owner's responsibilities for driveway access, drainage, and culverts under RSA 236:13, VI.

The Select Board, Road Agent, and the Roths agreed to see how the four young Purple Robe locust trees they planted between their rock wall and the road survive the winter season and will review the situation again in the spring.

The Road Agent inspected the culvert that runs under Clark Road and flows into the Roth's property. The drain flow feeds the Roth's pond further down their property. Due to concerns about a rock wall extending too close to the road edge, it was agreed that this maintenance and repair work will be done later this fall (weather permitting). The agreed upon **Scope of Work** includes:

1. Rock Wall Removal

- a. The Roth's will remove the portion of the existing rock wall they constructed around the culvert pipe to allow the necessary work to proceed.

2. Town/Road Agent Work

- a. The Road Agent will extend the existing crossroad culvert pipe approximately eight (8) feet onto the Roths' property, grade the affected area, and provide the necessary fill. The Road Agent will also remove the existing strip of asphalt and regrade that area.
- b. The Town will be responsible for the cost of this work because it involves the Clark Road drainage system and is intended to improve drainage and roadside safety, provide adequate clearance for snowplowing and routine road maintenance, and allow the rock wall to be restored in a location and manner that will not interfere with Town operations.

3. Rock Wall Restoration

- a. After the Road Agent's work is completed, the Roth's will be responsible for rebuilding and reconnecting the rock wall over the newly extended culvert and regraded area.

4. Roadside Markings

- a. The Road Agent will evaluate whether reflective delineators or other appropriate edge markings would improve visibility or roadside safety and, if warranted, determine the appropriate placement.

5. Future Maintenance Responsibilities

- a. The Town, through the Road Agent, will remain responsible for future maintenance of the crossroad culvert and associated Town drainage infrastructure. The Roth's will remain responsible for maintenance and repair of their rock wall.

Respectfully submitted by: Jan Ledbetter

Approved by:

Rich Zacher, Chair

Date