

## **Selectmen's Meeting – March 1, 2011**

Present were Selectmen Nancy L. Carlson, Bruce L. Tatro and Deborah J. Davis. Also present was Town Administrator Elizabeth Fox.

Chairman Carlson called the meeting to order at 6:15 p.m.

**Financial Matters.** Selectmen reviewed and approved accounts payable and payroll manifests.

**Cheshire County.** Selectmen met with Representative Gus Lerandean discussing the county budget process and concerns expressed by local officials reported recently in the media. The new jail and representations made by county officials through that project's progress and county farm were discussed.

**Carpenter Home.** Past projects, projects now underway, need to improve insulation and implementation of a plan in the spring to address the ramp and entrances relative to snow slide from the roof were discussed.

**Viewpoint Cooperative.** Selectmen met with Cooperative representatives President David Grout, Operations Manager Moe Bailey and Janet Roy. Representatives of the NH Community Loan Fund were also present including Lynn Booth and Angela Romano. Mr. Grout reviewed the process associated with conversion of the manufactured housing park from private ownership to cooperative ownership in December 2008. As a cooperative, they are trying to be pro-active and develop a long term plan for addressing infrastructure including the sewer, water, roads and drainage. Support by the town is sought for an application for CDBG feasibility study funding (up to \$12,000) to assist the cooperative in that plans first step of assessing the existing infrastructure. The sewer collection system and pump station serving both this development and Forest View Estates was discussed with Grout advising that there was a cost sharing system for repairs. Lynn Booth reviewed the need to retain a grant writer for the feasibility study and selectmen authorized her to investigate availability of writers. Application due date is April 30<sup>th</sup> so hearings will be required in early April. Selectmen expressed their support for moving forward to develop a feasibility study application.

**MNTS Land, LLC v. Town of Swanzey.** Selectmen were advised that the Supreme Court had issued an order dated 2/24/2011 affirming the Superior Court decision that the town's assessment of a land use change tax penalty had been timely.

**Carpenter Home On-Call Policy.** Selectmen reviewed the draft policy and proposed time sheet to be utilized by employees responsible for being on call. Several modifications aimed at clarifying the policy terms, how employees should contact the designated on call staff member and appropriate use of the "on call" cell phone were recommended by Selectmen. Action was deferred to provide staff opportunity to develop language and amendments to the draft addressing board suggestions.

**Thompson Covered Bridge Project – Scour Countermeasures.** Selectmen were advised that NHDOT had approved all of the payroll related documentation and in conformance with the recommendation for project engineers from Hoyle, Tanner and Associates a vote from Selectmen accepting the project effective March 1, 2011 and further authorizing the town administrator to execute a certificate of final completion for the project was requested. The Selectmen voted affirmatively to do so.

**Town Policy – Smoking Outdoor Recreation Spaces.** In follow up to a recommendation last July requested Selectmen consider prohibiting or limiting smoking in outdoor recreation spaces, Fox queried whether this was a matter the board wish to advance prior to the spring/summer season. Selectmen discussed facilities likely to initially be impacted (Richardson Park, Lane Field and Brown Field) requesting staff initiate discussions that involve maintenance personnel and facility users aimed at developing policy in this area.

**Legislative Matters.** Selectmen discussed meeting with the town’s delegation at a future meeting requesting Fox coordinate.

**Past Due Taxes, Tax Map 18 Lot 234.** Selectmen reviewed correspondence from the taxpayer dated February 24, 2011 seeking consideration by Selectmen of abatement of interest with commitment to a regular payment plan. Selectmen advised they would consider abatement following demonstration of compliance to a plan reviewing outstanding taxes, anticipated taxes and utility bills advising that they recommended a minimum payment of \$300 each month requesting Fox respond to the taxpayer.

**Water System Build Out-Projections, Underwood Engineers.** Selectmen deferred discussion of the draft report to allow additional time for member to review it.

**Conservation Commission Minute Taker.** Selectmen authorized posting of a part time position seeking a minute taker for the commission.

**Yield Tax – Meadowsend Timberlands, Tax Map 90 Lot 2.** Selectmen authorized abatement #2011-01 in the amount of \$168.45.

**Consent Agenda.** Selectmen approved the following consent agenda items:

- Release of Lien, Tax Map 87 Lot 2-5101.
- Tax Deferral, Tax Map 27 Lot 1.

Consideration of Minutes of Meeting of February 22, 2011. Selectmen reviewed and approved as written the minutes of their meeting of February 22, 2011.

Meeting adjourned at 7:55 p.m.

Submitted by,

Elizabeth A. Fox  
Town Administrator