

Selectmen's Meeting - July 6, 2010

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

Chairman Carlson called the meeting to order at 6:05 p.m.

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

Citizen Concerns. Selectmen met with Ms. Annette Studebaker who queried the status of the Sevene/Cournoyer land use violations. In April, the town's filed a petition for injunctive relief to which the parties did not respond resulting in the court action placing the parties in default. A proposed final decree seeking civil penalties and an order to restore vegetation and trees removed illegally was filed by town counsel on 6/14. The court has not yet taken action on this filing. In addition, Sevene & Cournoyer have not responded to the BOS letter dated June 15th seeking a corrective plan to replace the trees which have died (3 pines & 2 hemlocks). The town holds cash security to ensure the viability of these planting. Action is anticipated on the final decree shortly and options regarding the planting restoration will be assessed. The town prefers the business/property owner take steps to come into compliance. Studebaker advised she was considering having her counsel file as an intervener in the matter and whether that would increase the likelihood of a positive outcome. Selectmen and staff have not had a zoning matter in which an impacted parties has taken that step so they could not make an informed response.

Cold Mix Paving – All State Asphalt. Mr. Lerandean met with Selectmen advising that he expected cold mix paving of Cobble Hill Road (bid earlier in the year) to be done in early August. He also advised his company will be a sub-contractor on the Matthews Road reclamation job but he could not provide any update on when that work might be scheduled.

Department of Public Works. Selectmen met with DPW Director Lee Dunham reviewing the following matters:

- A schedule for the Matthews Road reclamation work has not been received yet from Lane Construction but Dunham had requested 2 weeks notice prior so that he could complete culvert work on the road just prior to reclamation.
- Training Program – DPW personnel. Dunham reviewed with Selectmen a memo dated July 1 – Attachment #1 – outlining training areas identified for department personnel. He provided board members with a preliminary time table estimating programs would be occurring monthly beginning in July. Fox suggested inviting other town department personnel, such as Recycling and Sewer, as appropriate.
- Covered Bridge signage. Dunham advised he was waiting for an additional quote for signs related to the ordinance adopted in May by Selectmen. Selectmen asked several questions regarding the text of the signs and Dunham advised he would share that information with members.
- Pooper Scooper Ordinance. Carlson queried whether signs regarding the town's ordinance could be put up in key locations recommending Brown Field be included.
- Summer Work Plan. Dunham provided to board members a work schedule of anticipated department activity in July and August – Attachment #2.
- RFQ for Engineering Services – Cobble Hill Road and Warmac Road Bridge Reconstruction Projects. Dunham advised he did not have any comments on the draft RFQ for these projects to be conducted through the state's municipally managed bridge aid program. Selectmen approved proceeding with issuance of the RFQ.

Replacement of existing septic system on Town owned property- Richardson Park (RSA 41:14-a). Following the conclusion of public hearings conducted on June 15, 2010 and June 29, 2010, and the review and recommendation of the Swanzev Planning Board and Swanzev Conservation Commission (pursuant to RSA 41:14-a), Selectmen voted to approve the replacement of the septic system which serves the Gocht property, 46 East Shore Road (Tax Map 45 Lot 12). The Gochts have the right to maintain a system on Town owned property indefinitely, and the replacement system will be located within the easement area described in deed from the Town of Swanzev to Ronald E. Gocht and Nancy E. Gocht recorded September 16, 1987 – Cheshire County Registry of Deeds, Vol. 1211 Page 792.

Cheshire TV Agreement. Selectmen discussed the group’s June 29th meeting with Lee Perkins (Cheshire TV) and Rebecca Landry (City of Keene) reviewing language drafted by Ms. Landry for inclusion in the agreement which would allow increases in Swanzev franchise fee to be used for extending the point of origin to the MRHS. Selectmen expressed the view that it was premature to consider such an amendment without knowledge of the costs (if any) requesting Fox coordinate with Time Warner and Lee Perkins to obtain additional information.

Recreation Programs. Selectman Tatro queried how the fees associated with Swanzev Lake Day Camp compared to Keene’s summer youth program. Staff will investigate.

Cheshire Fair Association Annual Fair Liquor Permit. Selectman Davis delivered to the board a state application to utilize the President’s Building during the annual fair requiring signature of the health officer, Police Chief and Fire Chief. In their capacity as the Board of Health, Selectmen executed the application. The partially executed application was given to Chief Skantze so he could consider it and forward it to Chief Busick. When complete the application form should be returned to the Cheshire Fair. It needs to be submitted to the state by Friday, July 9th.

SWRPC Committee Assignment. Selectmen executed a letter recommending H. Gregory Johnson (a commissioner representing the town) to serve on the Planning Commission’s Economic Development Committee.

Command Car Conversion – Fire Department. In follow up to discussions on June 15, Skantze presented to Selectmen a proposal from Fastlane Emergency Vehicles to convert the 2010 Suburban being acquired from Fairfields to a command car. Cost for the conversion, as detailed in the 5/6/2010 proposal, is \$22,259.33 with a 25% down payment. Selectmen approved purchase order #2010-4-100 dated 7/2/2010 in the amount of \$22,259.33 and voted to authorize Skantze to execute the 5/6/2010 Fastlane Emergency proposal on behalf of the town. Financing source designated by Selectmen for the 5/6/2010 proposal was the capital reserve fund for fire trucks.

Non-public session – RSA 91-A:3IIa, Personnel Matter. Selectmen voted unanimously by roll call pursuant to RSA 91-A:3IIa to go into non-public session at 7:55 p.m. Present were Fire Chief Skantze and Town Administrator Beth Fox. Selectmen came out of non-public session at 8:35 p.m. voting unanimously by roll call to seal the minutes of the session indefinitely. Skantze left the meeting to respond to a motor vehicle accident call.

Fire Department Matters. Selectmen reviewed a listing of various department matters detailed in a listing from Skantze dated 7/6/2010 received that evening. The arrival of the new tanker and need to further modify the garage bay and door to accommodate the vehicle was discussed with

Selectmen approving proceeding to re-work the door and the recommended purchase of a roll up door at a cost of up to \$4,000. Identification of a funding source for this project – either budget or expendable trust – was deferred. More information was requested regarding proposed consignment of radios to R & R and transfer of ownership of radios to the Meadowood Dive Team. Action on purchase orders for paving and hose for the new tanker was deferred until financial information regarding expenditures to date, other projects pending and a mid year financial report is received. Consideration of items 6 through 11 was deferred as discussion with the chief was needed to inform members so decisions could be considered.

Consideration of Minutes of June 29, 2010. Selectmen reviewed and approved as written the public and non-public minutes of their meeting on June 29, 2010.

Non-public session – RSA 91-A:3IIb, Hiring – Fire Department. Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIb at 8:55 p.m. Selectmen came out of non-public session at 8:58 p.m. voting by roll call to seal the minutes of the session until the conditional offers of probationary employment authorized by the board are satisfied.

Consent Agenda. Selectmen reviewed and approved the following consent agenda items:

- NHDHHS Health Officer Nomination – BethAnne Tatro.
- Raffle Permit #2010-19.
- Open Container Permit #2010-2.

Meeting adjourned at 8:59 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator