

SELECTMEN'S MEETING – AUGUST 19, 2009

Minutes are not final until reviewed and approved by the Board. Review and approval of minutes generally take place at the next regularly scheduled meeting.

Attendance. Selectmen Deborah J. Davis, Nancy Carlson, Bruce Tatro as well as Town Administrator Elizabeth Fox were present.

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

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

Information Items.

- Correspondence regarding conversion of Town Hall phone system to Auto-attendant.
- Call for Service from Police Department regarding painting of crosswalks.
- Update on Vision Appraisal release of values and scheduling of reviews with taxpayers.

Past Due Taxes eligible for Tax Lien. Selectmen met with Ms. MacPhail reviewing progress to date under the payment arrangement agreed to earlier in the year. Payments will continue at the \$250 weekly with the taxpayer making an effort when feasible to put additional funds toward the past due tax lien. A follow up meeting will be scheduled with the taxpayer in November.

Thompson Covered Bridge/Homestead Woolen Mill Dam Project. Fox updated members on the project's status advising it is expected to go out to bid within a week or so, but that the construction timetable has been adjusted and is now planned to begin in July/August 2010. With bidding delayed, winter approaching and water in the river remaining pretty high, engineers and environmental officials determined it was prudent to defer construction. Selectman Davis asked about long term responsibility for maintenance of the structures to be placed in the river to protect the bridge (upstream barbs) and river stabilization structures (cross vanes). The town is responsible for structures (upstream barbs) related to the bridge while the state and dam owner will be responsible for those related to dam removal and river restoration/stabilization.

Conservation Easement – Johnson Farm. Fox updated the Board advising that it was expected that the easement closing would occur in September. Selectmen agreed that since the town was taking a back up interest in the easement, town counsel should review and approve it prior to closing.

Accounts Payable Policy - Review of Version #7. Selectmen reviewed an updated version. Motion by Carlson to approve Accounts Payable Policy - Version #7 (Attachment #1), 2nd by Tatro. Vote: All in favor.

Home Occupation Application - 54 Partridgeberry Lane, Tax 41 Lot 62. Selectmen reviewed a home occupation application received 7/31/2009 proposing a

custom order bakery service. Motion by Tatro to approve the use described in Ms. Fritz's application as qualifying as a home occupation, 2nd by Carlson. Vote: All in Favor.

Land Use Change Tax Abatement Application, MNTS, LLC. Selectmen acknowledge receipt of an abatement application from MNTS, LLC. Review of the application will be scheduled.

Elijah's Race & Banners. A request to hang 2 x 4 banners on the Cresson Bridge and Thompson Bridge to inform travelers of the event was discussed. DPW Director Dunham recommends, if the banners are allowed by the Board, that town personnel be charged with installing them on the bridges as that effort will require at least a brief closure. Selectmen concurred voting to allow placement of the banners provided the banners are installed by town DPW personnel.

Century Bike Tour. Selectmen authorized use of Town Hall for the upcoming (8/30) Century Bike Tour provided DPW Director Dunham is willing to open and then close the building for the Swanzey Lion's Club event.

Old Home Day Committee. Selectmen reviewed an application to serve as a member of the Old Home Day Committee from Kathy Habiby expressing pleasure that she stepped forward and was willing to serve. Selectmen voted to appoint her as a member of the Old Home Day Committee.

September Meeting Calendar. Selectmen reviewed the September calendar setting board meetings for September 2nd, 9th, 23rd & 30th

Consent Agenda. Selectmen voted All in Favor on the following consent agenda items:

- Accept and expend pursuant to RSA 31:95-b \$322 generated by DVD sales for the Swanzey Rural Character project.
- Accepting and expending pursuant to RSA 31:95-b insurance proceeds resulting from an accident on 8/1 in which a Perkin's Lumber truck (which was overweight and over height) struck the Cresson Bridge.
- Accepting and expending pursuant to RSA 31:95-e donation of personal property (in the form of 4 tables – 8 foot in length) from Katherine Feist and David Krisch.
- Accepting the resignation of Stephanie Gallagher as an employee of the Town of Swanzey – Fire Department effective 8/3/2009.
- Request to DRA for an extension to file the MS 1 for Tax Year 2009.

Consideration of Minutes of 8/12/2009. Selectmen reviewed the minutes of their meeting of 8/12/2009 noting a typographical error requiring correction of "accurate" to read "accurately". Motion by Tatro to approve with that amendment, 2nd by Carlson. Vote: All in favor.

Other Matters. Selectmen requested the pending items list be included as part of their weekly agenda. They also requested DPW Director Dunham indicate how the

matter on Davis Ave (subject of a June site visit) has been resolved and discussed further need to revolve concerns related to sidewalk projects in the west village.

Non-public Session. Selectmen voted unanimously by roll call to go into non-public session at 6:55 p.m. pursuant to RSA 91-A:3IIa (personnel matters). Present were Selectmen Davis, Carlson and Tatro. Also present was Town Administrator Elizabeth Fox. Selectmen came out of non-public session at 7:50 p.m. voting unanimously by roll call to seal the minutes of the session indefinitely.

Selectmen voted unanimously by roll call to go into non-public session at 7:51 pursuant to RSA 91-A:3IIa (employee reviews). Present were Selectmen Davis, Carlson and Tatro. Also present was Town Administrator Elizabeth Fox. Selectmen came out of non-public session at 8:47 p.m. voting by roll call to seal the minutes of the session indefinitely.

Stewards of Mt. Caesar Advisory Committee. Selectmen authorized funding purchase of cement for installation of the gate at the end of the Carpenter Home driveway from the Selectmen's miscellaneous expenses account.

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Donna J. Munson
Recording Secretary

Elizabeth A Fox
Town Administrator