

Selectmen's Meeting – May 3, 2011

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

The meeting was called to order at 6:25 p.m. by Chairman Tatro.

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

Highway Block Grant. Correspondence from NHDOT advising of a reduction in the town's April block grant payment and reduction in the town's FY 2011 award and likely further reduction in the town's calendar year 2011 award (State FY 2012) was provided to board members.

3 Phase Power Line Clearing. Subcontractors for PSNH advise they are initiating outreach to property owners along the 3 phase power line running from the Eaton Road substation, down Route 32 and out to a section of Flat Roof Mill Road. They will be seeking landowner permission for tree trimming and removal aimed at reducing threats to this important power line. All cutting will be with property owner permission and is anticipated to occur later in the summer.

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

- **Cab & Chassis 6 wheeled dump truck.** Confirmation was provided to board members that the truck quote discussed last week was based on state bid and bidding and quoting policy was discussed. Variance between the town's quote and state base bid were reviewed including a change in the tire size, extended warranty option and heated windshield. Standard versus extended warranty terms were discussed with Selectmen requesting additional information on terms and costs associated with an extended warranty after discussion of the repair history of the town's current 6 wheeled truck fleet. Gross vehicle weight options were discussed and will also be investigated.
- **Thompson Covered Bridge Alarm System Repairs.** Selectmen approved an invoice from Amer Electric of \$1,060.50 for repair work done to the system installed in 1994 voting to fund the costs from the town's capital reserve fund for the repair and rehabilitation of covered bridges.
- **Signage.** Selectman Carlson reported observing a trailer crossing Thompson Bridge noting that the sign prohibiting trailers was missing from the east side. No parking signs for North Grove Street were discussed and require installation. Installation of signs related to the covered bridge ordinance adopted last May by Selectmen is still pending.
- **Non-public session, RSA 91-1:3IIa & c.** Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIa & c at 7:25 p.m. Selectmen came out of non-public session at 7:30 p.m. Selectmen approved a leave of absence for employee Michael Lilly beginning May 13, 2011 and running through June 15, 2011.

Ashuelot Rail Trail Project. Selectmen approved an engineering change order of \$2,200 aimed at providing funding for mileage during the project's construction phase subject to concurrence of NHDOT. Bohannon, Fox and Chair were authorized to execute the change order on behalf of town – Attachment #1.

VY Survey of Local Emergency Management personnel. Selectmen requested EMD Bohannon respond to the VY survey on behalf of the town. Selectman Carlson reported on the drill conducted that day observed by federal regulators advising that she felt the town's organization had performed well.

Fire Department. Selectmen discussed the following matters in related to the fire department:

- **FD Call & Training Pay policy.** An updated draft with attachments was distributed and changes were reviewed with board members. Provisions of the fair labor standards act relative to firefighters, law enforcement employees, public safety employees, voluntary occasional and sporadic work, overtime and dual employment were discussed with Selectmen determining that call and training efforts by individuals in dual employment qualified for the occasional and sporadic exemption requesting that language be included in the amendments proposed to the personnel policy incorporating the board's determination. Update to a companion policy addressing Unusual Event and Special Duty Pay is still pending.
- **Non-public session, RSA 91-A:3IIa.** Selectmen voted unanimously by roll call to go into non-public session at 8:15 p.m. Selectmen came out of non-public session at 8:30 p.m. Selectmen approved promotion of Eric A. Mattson to the position of Lieutenant – Station 1 effective May 3, 2011.
- **Residential Intern Program.** Selectmen reviewed an outline of the program proposed last week provided by Chief Skantze – Attachment #2. Selectmen advised they were not prepared to approve modifying the intern program to include students living at the West Station for the Fall 2011 semester. Selectmen indicated with additional information and details they would be willing to consider adding a residential component to the department's intern program in a future academic year.

Update – 2009 Tax liens eligible for deedding. Selectmen were advised that an additional property owner had contacted the town regarding making a payment arrangement. Concern that the arrangement proposed would not result in moving the property from jeopardy status were expressed but Selectmen authorized Fox to develop a payment arrangement in accordance with the terms requested advising that it would provide opportunity to monitor performance and investigate other options that might be available. It appears at this point 2 properties remain in tax deedding jeopardy.

COPS Hiring funding opportunity. Selectmen requested Busick develop a proposal that includes the financial costs associated with the 12th officer's position that could be included in the grant and includes identification of those costs which will need to be borne by the town.

SRO Program. Selectmen were advised that it had been noted in the school board minutes that the program had been discussed at the School Board's last meeting and was on the agenda again for their meeting this evening. Chief Busick had contacted school officials including the board chair and advised he was not needed at the meeting that night. Busick reports he has not been contacted or received any queries from school board members or administration regarding the terms outlined in the MOU to date.

Land Use Change Tax Penalty, Tax Map 21 Lot 11-5 – 3.2 acre parcel located on Class V portion of Oliver Hill Road. This parcel transferred in April. Selectmen reviewed vacant lots sales in town during the past year or so setting a market value for the lot of \$50,000 as of the date of the change.

Non-public session – RSA 91-A:3IIb, Hiring. Selectmen voted unanimously by roll call to go into non-public session at 8:45 p.m. Selectmen came out of non-public session at 8:53 p.m. voting to authorize hiring of Steve Dumont as a temporary employee to assist covering the code enforcement function on an interim basis.

Non-public session – RSA 91-A:3IIe, Forest View Estates v. Town of Swanzey. Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIe at 8:54 p.m. Selectmen came out of non-public session at 9:03 p.m. voting by roll call to seal the minutes of the session indefinitely.

Non-public session – RSA 91-A:3IIId. Selectmen voted unanimously by roll call to go into non-public session at 9:03 p.m. pursuant to RSA 91-A:3IIId. Selectmen came out of non-public session at 9:07 p.m. voting by roll call to seal the minutes indefinitely.

Whitcomb Hall Exploratory Committee. Selectmen authorized establishment of a committee to investigate what needs to be done to bring the facility up to life safety code for use as a community center. Selectman Carlson advised that Peter Johnson, Lee Dunham, David Krish, Francis Faulkner and Haley Hill had expressed interest in participating.

Consent Agenda. Selectmen approved the following consent agenda items:

- Executed a letter accepting the resignation of intern Brett Murray expressing appreciation for his work on behalf of the town.
- FD Payroll Manifest for March 2011 Call & Training Pay.
- Intents to Cut, Tax Map 14 Lot 14, Tax Map 86 Lot 7-1, Tax Map 45 Lot 12, Tax Map 45 Lot 33 & Supplemental for TY 2010-11 for Tax Map 45 Lot 32.
- Abatement Application 2010-08, P/L Limited Partnership (failed to file inventory).
- New cover letter for Welcome to Swanzey Packets.
- Withdrawal of Exemption/Tax Credits effective TY 2011 – sign off on removal of exemptions et al due to disqualifying events – Attachment #3.

Consideration of minutes of Selectmen’s Meeting of April 26, 2011. Selectmen reviewed and approved the minutes of their meeting of April 26, 2011 as written.

Meeting adjourned at 9:15 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator