

Selectmen's Meeting – April 5, 2011

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

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

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

Proposed Eagle Scout Project – Trash enclosure at Carpenter Home. Selectmen met with Eagle Scout candidate Josh Goodell who reviewed with Selectmen his plans to construct a trash enclosure for the town's assisted living facility. Proposed is a shed like structure which will be less than 100 square feet. He has consulted and obtained approval from the Carpenter Home Administrator and Grounds and Facilities Maintenance Supervisor for the location of the trash enclosure. Selectmen approved proceeding with the project advising that a building permit was not required providing Mr. Goodell with a signed statement to provide the Eagle Scout board – Attachment #1.

Fire Department – East Swanzey Station. Chief Skantze met with Selectmen advising that the furnace at the station had failed that day and initial assessment was that replacement of the unit (installed in the early 1990's) was required as the heat exchange had rotted. Pinney Plumbing provided a quote to replace the unit of \$4,948. Funding source for the replacement would be the Fire Station Facilities Maintenance Expendable Trust. Selectmen requested an additional quote be obtained and voted to authorize Fox and Skantze to evaluate the quotes considering price and timetable for installation authorizing Fox to execute a proposal with the vendor who can provide the best price on a schedule which re-establishes a heat source for this location.

Outside Agencies. Selectmen reviewed information received from Community Kitchen seeking funding from the town in 2011. Selectmen decided to defer consideration and funding of lump sum contributions to this and other outside agencies to later in the town's budget year and after impacts resulting from adoption of the state's upcoming biannual budget can be ascertained.

Carpenter Home Roof Project. Selectmen met with DPW Director Lee Dunham who advised he tallied final out of pocket costs for the roof project at \$46,153.60. In addition, donation of equipment time and windows for the dormers added value of \$13,650 to the project. Selectmen executed a letter of appreciation to Cheshire Builders for use of the equipment and materials.

Swanzey Lake Day Camp. Schedule for the summer program has been set with it running 8 weeks beginning June 27th through August 19th.

Upper Wilson Pond Dam. Correspondence detailing NHDES Dam Bureau requirements dated March 21, 2011 was reviewed by DPW Director Lee Dunham. He advised he would be returning to the board's next meeting with a RFP seeking professional services aimed at attaining compliance with NHDES's requirements for this dam and the downstream dam known as the Lower Wilson Pond Dam. Surveying of the 2 sites to identify the limits of the town's property and legal rights associated with the dams was discussed with Selectmen requesting at least one additional proposal.

DPW Matters. Dunham advised the Selectmen he planned to cut required trees on Ash Hill prior to June 1. Notifications to abutting property owners would be issued in April and bids solicited in April and May aimed at completing cutting prior to June 1 and the start of summer

work. He also advised he hoped to have a draft paving plan for members review next week. The bump on Ash Hill Road was discussed with Dunham indicating it was not caused by a culvert but relates to the joint between construction of the new section of Ash Hill Road built by the NHDOT to relocate the intersection of Ash Hill and Route 10 southerly and the town's road which is built to different standards. Assessment of pavement deterioration at the intersection of Westbrook Court and Route 32 as well as plans for sweeping roads and beautification of the Page Court dead end will also be developed for Selectmen's consideration at a future meeting. A dip in Old Richmond Road attributed to a culvert was discussed. Dunham advised that covered bridge signs were related to the ordinance adopted by Selectmen last year were also ready for installation.

Non-public session – RSA 91-A:3IIa & c, Personnel – DPW. Selectmen voted unanimously by roll call to go into non-public session at 7:40 p.m. Selectmen came out of non-public session at 7:50 p.m. voting by roll call to seal the minutes of the session indefinitely.

Proposed Fire Department Training, 51 Park Street. Selectmen discussed the Fire Chief's proposal to use the residence at this location for department training culminating in burning of the structure in July. Selectmen discussed the property owner's request that taxes attributable to improvements on the property April 1, 2011 be abated declining to authorize that action. Concerns about impacts of training and a live burn on abutters and traffic flow in this neighborhood were expressed by members with Selectmen requesting the chief outline his plans for the building and procedures to obtain consent or inform adjacent residential and business land owners before proceeding.

Former VFW Building, Railroad Street. Selectmen queried whether a demolition permit had been issued. Fox advised (based on discussions she had with the property owner) that the Fire Chief had also followed up with the owner regarding its status. To date a demolition permit has not been issued.

Timber Tax Abatement Application – Minnich. Selectmen reviewed correspondence and a spreadsheet correcting several small errors found in the landowner's report of wood cut and attributable to additional information provided regarding timing of the cut authorizing Abatement #2011-03 for \$20.17.

Update – Properties Eligible for Tax Deeding. An updated listing indicating parcels with payment arrangements was reviewed with Selectmen. Selectmen authorized Fox to extend an arrangement to Tax Map 87 Lot 2-5068.

Future Multi-purpose room Planning Committee – Mt. Caesar School. Selectmen discussed desire for one of their board members to participate on this committee with Selectman Davis advising she would be willing to serve but required advance notice of meetings if she was to be able to participate.

Abatement Request – 2010 Inventory Penalty. Selectmen reviewed correspondence from taxpayer Nancy Brown dated March 25, 2011 declining to grant the requested refund of penalties assessed. It was noted that the deadline for such applications was March 1, 2011.

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 8:30 p.m. Selectmen came out of non-public session at 8:34 p.m. voting by roll call to seal the minutes of the session indefinitely.

Non-public session – RSA 91-A:3IIa, Personnel. Selectmen voted unanimously by roll call to go into non-public session at 8:35 p.m. Selectmen came out of non-public session at 8:38 p.m. Selectmen were advised of and accept the resignation of James Weston from the position of town Code Enforcement Officer effective 3/30/2011.

Consideration of Minutes of Previous Meetings. Selectmen reviewed and approved as written the minutes of their meeting of March 29, 2011 and the non-public minutes of their meeting of March 15, 2011.

Whitcomb Hall. Interest expressed by Peter Johnson and Judy Bohannon in exploring re-use of this building was conveyed to the board by Selectman Carlson.

DPW Equipment. Selectmen requested an update from the DPW Director regarding development of specifications regarding replacement of the large dump truck for the department and an assessment of the loader (determining whether replacement should be advanced).

Pending Items/To Do list. Members reviewed the list of items pending or projects annotating it further.

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

- Raffle Permit #2011-08.
- Intents to Cut, Tax Map 69 Lot 4; Tax Map 50 Lot 2 and Tax Map 73 Lot 24.
- Intent to Excavate Tax Map 12 Lot 5.
- Thank you letter acknowledging donation of equipment & materials dated April 5, 2011 – Cheshire Builders.
- Letter acknowledging LOA status, Firefighter Lee Blake.
- Letter acknowledging resignation of Firefighter/EMT Justin Lyons.
- Letter acknowledging the retirement of Robert Symonds Jr. and expressing appreciation for the service provided the town over many years as a firefighter, EMT and department supervisor and interim fire chief.
- Confirmation of Krisch and Page as members of the SRDD Advisory Board, Terms expire 2014.
- Confirmation of Shanks as a member of Open Space Committee, Term expires TM 2012.
- Letter regarding outstanding LU board fees – D. Adams.

Meeting adjourned at 8:55 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator