

Selectmen's Meeting – November 29, 2006

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

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

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

Citizen Concerns. Eric Stanley met with Selectmen expressing concern about county jail construction proposals that might involve the Collier property within the town's TIF district. He proposed Selectmen consider purchasing the property to protect the town's investment in the TIF district arguing that it would be a good business decision. He advised that currently 2 sites were being considered by the County with one being in Keene and the other being the Collier property. Selectman Carlson reported to members that she had talked with Commissioner Rogers and Selectmen agreed it would be prudent to try to schedule an opportunity to meet with the full commission requesting Town Administrator Fox contact the Commissioner Zerba to discuss meeting dates.

Conservation Commission. Selectmen met with Michael Day and Tiffany Mannion Day. Both expressed interest in serving as Conservation Commission members. After interviewing both candidates Selectmen voted to appoint Michael Day a regular conservation commission member and Tiffany Mannion Day an alternate member. Terms of both positions run until Town Meeting 2009.

Homestead Dam. Selectman Carlson reported that she had received a call from dam owner Doug Brown who advised he would be willing to meet with Selectmen to discuss dam removal. Staff will follow up with NHDOT and NHDES prior to scheduling meeting with Brown.

Acceptance of Safford Drive as a Class V town maintained highway. Selectmen reviewed the status of the new road construction confirming the status of the road constructed as a town maintained class V highway. A confirmatory document will be prepared for town records.

Acceptance of Arrowcrest Drive as a Class V town maintained highway. Selectmen reviewed the status of the road's acceptance voting to accept the dedicated street as a town maintained highway. A confirmatory document will be prepared for town records.

Forest View Estates. Selectmen discussed a request from project developers to name the private driveway serving the condominium project. Emergency services personnel advise that the project will be numbered 28 Owens Drive with the units being designated by number i.e. Unit 2, 4, 6, 8 etc. Selectmen advised, based on the proposed numbering scheme that naming the private driveway did not seem appropriate asking that sentiment be conveyed to the project developers.

Aldrich Road. Selectmen reviewed correspondence from Richard Scaramelli expressing concern about the two portions of this road. Selectmen referred the matter to the street name-numbering staff committee established by the board during the summer. Dunham confirmed that he would serve as the DPW representative on that committee.

Atkinson Hill Road. Selectmen reviewed correspondence from Vince and Donna Hanscome expressing concern about grader work and drainage on the road impacting their property. DPW Director Dunham will follow up on the concern with the property owners.

Department of Public Works. DPW Director Dunham advised that the winter treatment stock pile had been treated with MAGIC. The department will be evaluating the impact of that treatment on materials consumption. Work on the additional garage space for the cemetery and parks maintenance equipment has continued with Selectmen approving expenditure of up to \$3,000 for installation of power and a panel in the building with funds for the work to be taken from the expendable trust for DPW facilities.

Non-public session – RSA 91-A:3IIb, Hiring – DPW. Selectmen voted by roll call to go into non-public session at 8:05 p.m. Selectmen came out of non-public session at 8:20 p.m. Selectmen voted to seal the minutes of the session until conditional offers of employment authorized are satisfied.

Drainage Improvements at Police Station. Selectmen approved Chief Busick's recommendation to fund the drainage improvements done earlier in the year by the DPW through the department's operating budget.

Insurance renewals. Selectmen authorized Town Administrator Fox to execute insurance renewals dated October 24, 2006 adjusting STD levels to \$200.

Carpenter Home Rates 2007. Selectmen confirmed establishment of rates for 2007 in accordance with Attachment #1.

Planning Board Ex-Officio Selectmen's Representative. Selectman Davis confirmed she would be assuming this role on behalf of the board beginning in December until Town Meeting 2007.

Paid Time Off (PTO) – Police Sworn Personnel. Selectmen approved extending the deadline for submission of conversion requests permitted under Section 20.2 to December 8, 2006 noting that granting of this extension for 2006 does not amend current policy establishing a deadline of November 15th for requests and those personnel should be advised that the policy terms for future years are unchanged.

Hardware & Software for Cemetery Graves Management. Selectmen reviewed a proposal to computerize these records deferring action until an opportunity to discuss the proposal could be scheduled with Grounds & Facilities Supervisor Francis Faulkner.

Voting Booths. Selectmen approved purchase of additional booths for voting at an estimated cost of \$800.

Request to purchase Town Owned Parcel. Selectmen were advised of an inquire looking to purchase Tax Map 24 Lot 47. Selectmen confirmed they wished to evaluate all town owned parcels before proceeding to dispose of any individual parcels.

Fire Department. Selectmen approved storage of fire department items at Whitcomb Hall in conjunction with items of other town departments.

Minutes of Selectmen's Meeting of November 15, 2006. Selectmen approved as written the minutes of their meeting of 11/15/2006.

Nominations. Selectmen concurred with posting the school board vacancy created by resignation of Bruce Tatro with a return date for nominations of December 6, 2006.

Non-public session – RSA 91-A:3IIa, Police Department. Selectmen voted by roll call to go into non-public session at 9:15 p.m. Selectmen came out of non-public session at 9:30 p.m.

Fire Department Organization. Selectmen discussed continued efforts to develop position descriptions for the chief and deputy chief(s) determining that budget 2007 would include continuation of a part time versus full time chief's position.

ICMA RC Deferred Compensation Program. Selectmen adopted a resolution related to the Town of Swanzezy's 457 Deferred Compensation Plan – Attachment #2.

Correspondence & Permits. Selectmen reviewed and executed the following:

- Request for withdrawal of funds, Charles Carlton Mt. Caesar Cemetery Fund.
- Abatement 2006-17, \$138.
- Timber Tax Warrants for \$185.17 and \$376.56.
- Intent to Cut – Tax Map 16 Lot 1.

Meeting adjourned at 9:45 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator