

SELECTMEN'S MEETING – MARCH 18, 2009

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

ATTENDANCE

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

FINANCIAL MATTERS

Selectmen reviewed and approved accounts payable and payroll manifests.

CALL TO ORDER; ELECTION OF OFFICERS AND COMMITTEE ASSIGNMENTS

Fox called the meeting to order at 6:19 p.m. and requested that the Board elect new officers.

Motion by Carlson to nominate Davis for the position of chair. Second by Tatro. All in favor.

Motion by Tatro to nominate Carlson for the position of vice chair. Second by Davis. All in favor.

Motion by Carlson to nominate Tatro for the position of secretary. Second by Davis. All in favor.

Carlson will begin three months on the Planning Board in April and the board will continue the policy of rotating representation with each covering 1/3 of the year with Tatro picking up the second third beginning in August and Davis beginning in December. Tatro will continue as Selectmen's representative on the Open Space Committee. He also will assist with the Stewards of Mt Caesar Advisory Committee.

INFORMATION

Police Department quarterly report Selectmen reviewed the March 15, 2009 quarterly report submitted by Chief Busick.

FBI National Academy For review and future discussion, Selectmen received a memo from Chief Busick requesting Board support to nominate an officer for the Academy. Selectmen also reviewed e-mail correspondence between Fox and Busick related to Fox's initial questions regarding the Academy.

Cheshire County WMD/All Hazards community partnership training, May 2, 2009

Selectmen received a flyer from Sheriff Foote announcing a free training opportunity. Fox asked that Board members indicate interest in attending prior to April 15, so that she may RSVP on their behalf. Fox will share the notice with heads of the police, fire, emergency management, and public works departments.

E911 mapping Fox reported that the mapping crew has been seen working in town. The organization has requested that Selectmen re-appoint Mark Chamberlain and Jim Weston as liaisons.

Motion by Carlson to authorize the chair to sign letters of re-appointment. Second by Tatro. All in favor.

CITIZEN CONCERNS – none pending

DEPARTMENT REPORTS – none scheduled

APPOINTMENTS – none scheduled

NOMINATIONS, CONFIRMATIONS The following people have notified Fox of their interest in appointment or reappointment:

Conservation Commission, 3 regular member positions: Michael Day, Gary Coburn

Conservation Commission alternate, 1 position: Jane Johnson

Open Space Committee, 2 positions: Theresa DiLuzio, Deb Crowder

CIP Committee, 3 positions: Victoria Barlow, Larry Crowder, Bob Beauregard

Swanzy Revenue Development District, 2 positions: Larry Crowder

Recreation Committee, 4 positions: Judy Bohannon

Motion by Carlson to appoint all who have expressed interest in serving, and to authorize Fox to post notice of remaining vacancies. Second by Tatro. All in favor.

ENFORCEMENT – none scheduled

PUBLIC HEARINGS

Consideration of amendment to North Swanzy Water and Fire Precinct boundaries

At 8:00 Davis read the notice of public hearing and opened the public hearing. Present were NS Water and Fire Precinct Commissioners, Water Superintendent Bill Snyder, impacted property owner Sandra Page, Glenn Page and Tax Collector Ruth Snyder.

Those present reviewed the proposed changes. Davis solicited public comment. G. Page and B. Beauregard spoke in favor of the boundary change. Commissioners advised the Board that long-term plans (subject to availability of TIF funds) call for extending water and sewer service to the section of Swanzy included within the new boundaries. Selectmen determined that assessment of sewer fees begins upon finalization of new boundaries.

The group discussed a letter from the Cheshire Fair Association requesting that Association acreage not be considered for inclusion in the precinct at this time. R. Snyder advised the Board that, had the fairgrounds property been a part of the precinct in 2008, the Association's property taxes would have increased by approximately \$1,000. (A portion of the property and some structures are exempt.)

Those present outlined the process of boundary amendment: Following the Selectmen's public hearing, and Board deliberation and recommendation, recommended boundaries are ratified at a special meeting or annual meeting of the Water and Fire Precinct.

Hearing no further testimony, Davis closed the public hearing at 8:14.

Consideration of acceptance of a dedicated street (continuation of Arrowcrest Drive) as a Town highway, pursuant to RSA 674:40-a

At 8:15 Davis read the notice of public hearing and opened the public hearing. Present were Shane Lampinan and Attorney David Tower. Tower presented the subdivision plan and the request of acceptance of a 90' length of street, constructed to Town specifications, and including a hammerhead turn-around and snow storage area. Tower provided the proposed warranty deed, easement for the hammerhead, and snow storage/removal easement. Tower stated that Town counsel has reviewed the documents and found them acceptable. Fox stated that DPW Director Dunham has no concerns with the request, and advised the Board that the subdivision plat will be recorded at the Registry of Deeds following confirmation of Town Attorney Bradley's approval of the related documents.

Hearing no further testimony, Davis closed the public hearing at 8:21.

CONSIDERATION OF OLD BUSINESS

Thompson Covered Bridge scour protection project Selectmen reviewed and discussed preliminary plans, and the possibility of American Recovery/Reinvestment Act (ARRA) funding for the project. Fox advised Selectmen that 100% of construction engineering costs and 100% of construction costs could be funded; additionally, it may become possible to finance the fire suppression project with the capital reserve funds that are currently committed to scour protection. A commitment to winter maintenance of sidewalks is an additional requirement of ARRA funding. Fox reported NH-DOT J. Marshall's support, and his recommendation that the Town expedite the project by serving as construction manager,

thereby making it possible to solicit bids for the bridge and dam projects as a single contract. Fox said that successful management of the complicated North Swanzey water/sewer project has prepared the Town for an undertaking of similar scope.

Following discussion, Selectmen expressed their support for pursuing ARRA funding, and support for related aspects of project management and project administration.

Non-public Session – Pending Litigation, McClure **SEE NON-PUBLIC SESSION.**

Request to initiate recruitment – Deputy Town Clerk/Tax Collector Those present discussed the recruitment and interview process; Selectmen asked to be presented with the top three candidates. Selectmen authorized staff to initiate recruitment.

Properties eligible for Tax Deeding Fox advised Selectmen of a payment arrangement proposed by Tax Map 32 Lot 25 with the board concurring with acceptance of the proposed arrangement and deferring deeding now scheduled for 4/10/2009. A payment arrangement proposed by Tax Map 73 Lot 6 requires additional research before consideration by Selectmen. Board members were also advised of additional efforts made to notify Tax Map 61 Lot 2-11 of the impending tax deed which met with limited success. Last day to pay taxes to avoid tax deeding has been set by the Collector as April 10, 2009. Follow up courtesy reminder letters will be sent to those accounts still pending shortly.

Budget 2009 Fox reported on a March 17 meeting with department heads to discuss options for making up the possible State funding shortfall. Many suggestions for revenue enhancement, short- and long-term, were put forth by departments and they will be receiving budget worksheets to complete by March 24 for discussion at the March 25 Selectmen's meeting. She has encouraged all department heads to research ARRA funding opportunities for their service areas at the State web site.

Selectmen reviewed and discussed the working list of options, and were willing to consider all except ceasing contributions to non-profit service agencies. Fox will ask Town Bookkeeper Louder to analyze the potential for savings of going to bi-weekly payroll. Fox said that it may become necessary to develop and implement an anti-idling policy. Ideas considered by the group included recycling sticker fees, charging for VIN verification and fingerprinting, baseline heating/cooling policies, restricting overtime, a 4-day workweek for some Town functions, moving some regular meetings from Town Hall to the Police Department meeting room in the summertime, developing tiers for ranking scheduling of road projects, welfare-to-work, deferring purchase of budgeted capital items, and timing capital purchases to maximize interest income. Fox advised the Board that she does not anticipate reducing the general assistance budget, which is running on target.

In response to Carlson's observation that Jaffery and Peterborough have larger budgets than Swanzey, Fox said that the three towns' tax rates are comparable, but a larger percentage of Swanzey's tax dollar goes to support education. The group discussed the Peterson bill, which could raise State aid to Swanzey education from \$6.3 million to \$8.8 million, reducing the tax rate by \$4.

Diesel funding program Fox advised Selectmen that the program deadline was March 13, and said that she assumes DPW Director Dunham does not plan to pursue the program.

Ashuelot Rail Trail project In a quick update, Fox advised Selectmen of recent communication regarding project cost estimates. Fox will bring information to the March 25 meeting.

COPS hiring recovery program Selectmen discussed Police Chief Busick's recommendation (2/25/09 Selectmen's meeting) that the Town participate in the program. Because the program's funding expires after 3 years, and the Town would incur start-up costs, Selectmen agreed that Town voters should be afforded the opportunity to participate in

the decision. Fox said she will investigate the application process, as well as what would be required for holding a special town meeting.

Posted results of voting Davis reported citizens' praise for the prompt accessibility and clear presentation of voting results on the Town website.

CONSIDERATION OF NEW BUSINESS

Election of officers for the Board Chair, Vice-chair and Secretary (see **CALL TO ORDER**).

Re-adoption of RSA 31:104, 31:105, 31:106 and 508:12-b. Selectmen discussed indemnification.

Motion by Carlson to re-adopt. Second by Tatro. All in favor.

Viewpoint Cooperative – 39 Brookview Fox reported a request to allow taxes to remain unpaid on an abandoned unit until the unit can be rehabilitated and sold. Selectmen were agreeable so long as the unpaid taxes do not fall into a deed situation. Selectmen agreed to authorize Fox to negotiate terms on the Town's behalf, and propose terms for the Board's consideration.

Department review policy, Swanzey Planning Board applications Selectmen reviewed the proposed policy, prepared by staff to create a standard for the response of department heads to proposals for development. Selectmen agreed that the policy would be helpful, and asked for time to review it more thoroughly. The matter will be placed on the board's March 25th agenda.

Request to conduct Sunrise Service – Richardson Park Selectmen reviewed and granted the request provided that weather (snow) does not interfere.

Land Use Change Tax – Moore Nanotechnologies, LLC and Lamothe Fox reported that the board needs to establish penalty amounts for these parcels in the near future.

Upcoming meeting calendar Selectmen reviewed proposed meeting dates, and agreed in favor of scheduling a planning/goal-setting retreat. The group will discuss the item on March 25.

Request for short-term account, RSA 31:95-b Fox reported receipt of a request that the Town manage a fund to accept and receive donations on behalf of an Open Space Committee project, the "Swanzey Rural Character" film. Donations will be solicited to cover costs of publicizing the May 30 premiere of the film, with excess funds to be used for DVD reproduction and free distribution to all Swanzey households. Selectmen authorized utilizing the authority provided by RSA 31:95-b to accept and expend donations for this purpose. As donations are received, board action to formally accept donations for that purpose will be placed on their agenda.

CONSIDERATION OF MINUTES

Motion by Carlson to approve the minutes of the March 4, 2009 regular meeting and non-public sessions. Second by Tatro. All in favor.

CONSENT AGENDA

1. Accepting and expending pursuant to RSA 31:95-b the following grants and unanticipated funds:
 - DWI enforcement grant: \$3,600.18.
 - Speed Enforcement grant: \$3,520.
 - Insurance recovery from accident of 1/5/2009 damaging the Cresson Bridge: \$ 1,700.
2. Accepting resignation of Lt. Bryan Young (firefighter) effective 11/26/2008.
3. Re-commitment of Elderly Deferral Tax Map 73 Lot 3 – Warrant #2008-4, \$3,209.14.
4. Open Container Permit – Brown Memorial Field 2009 Adult Softball Season.

5. Notice of Intent to Cut, Tax Map 4 Lot 6 and Tax Map 24 Lot 2-2.
6. Report of Appropriations Voted, MS-2.
7. Reconfirmation of E911 Liaisons, Chamberlain & Weston.

Motion by Carlson to approve the consent agenda. Second by Tatro. All in favor.

NON-PUBLIC SESSION

At 8:28, Selectmen voted unanimously by roll call to enter non-public session, pursuant to RSA 91-A:3IIe, to discuss pending litigation, and RSA 91-A:3IIa, to discuss personnel. Present were Carlson, Tatro, Davis and Fox.

Selectmen left non-public session at 8:54 p.m., voting by roll call to seal minutes of the session indefinitely.

ADJOURNMENT

Motion by Carlson to adjourn; second by Tatro. All in favor. The meeting adjourned at 8:54.

Respectfully submitted,

Victoria Reck Barlow, Recording Secretary

LIST OF FUTURE AGENDA/PENDING ITEMS

1. Personnel policy updates – drafting of updates ongoing.
2. Disposition of South Grove Street Land acquired by tax deed - pending.
3. RFP – Town Facilities assessment.
4. Subdivision Road Standards. Draft developed by DPW Director Dunham distributed to Selectmen. Review pending. Winter Maintenance draft – BOS suggestions re-worked at provided to Dunham 1/5 for final review before forwarding to Town Counsel as requested for an opinion.
5. Street Addressing Committee. Review of file and project status underway. Committee meeting to be scheduled.
6. Discussion, defining roles and responsibilities between Selectmen, DPW and West Swanzey Sidewalk Committee. Research underway. 2009 work plan discussed with committee.
7. Town ordinances – Fireworks. Further consideration deferred to allow for input of full time fire chief following hiring.
8. Carpenter Home Properties – Discussion with counsel re: options. Authorization to investigate pending.
9. Westbrook Court – Class VI – Camuso (Richmond).
10. Old Home Day Committee recruitment.