

Selectmen's Meeting – March 29, 2011

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

Chairman Tatro called the meeting to order at 6:10 p.m.

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

Census 2010. First release of data from this count sets Swanzey's population at 7,230 (v. 6,800 in 2000).

ICS training Requirements. Selectmen reviewed an email from EMD Bruce Bohannon advising they concurred that ICS 100 training was required for board members. Information regarding taking the class on-line was provided. It was confirmed that all board members had taken the ICS 700 training.

Vermont Yankee Drill. Members were reminded up the second drill (in preparation for the graded exercise in May) will be conducted April 5.

Thompson Covered Bridge. Planned closure of the bridge set for April 8 to allow for maintenance was reviewed with members.

Thompson Covered Bridge 2011 Engineering Excellence Award. Members were advised that HTA had received an award for their work on this town project.

Past Due Taxes eligible for Deeding – April 2011. Legal notices required under the deeding process for non-payment of 2008 taxes (the 2009 tax lien) have gone out to those who have not executed payment arrangement agreements authorized by the board. Accounts without mortgages were reviewed with Selectmen authorizing hand service to 2 which are eligible for deeding for non-payment of the 2008 & 2009 tax liens. Extension of a payment arrangement proposal was authorized to owners of 556 Swanzey Lake Road requiring continuing payments after satisfaction of the 2009 tax lien.

Water Consumption Projections Report. Selectmen discussed the report prepared by Underwood Engineers estimating future water consumption for the TIF district, current precinct service areas and future growth areas. Meeting with the commissioners later in April to discuss the reports recommendations and method to seek required approvals under the current supply agreement was discussed.

Nominations. Selectmen reviewed nominations for the SRDD Advisory Board voting to appoint David Krisch as an at large member to the district advisory board and Glenn Page as property owner/occupant representative. Selectmen also authorized appointment of Paula Shanks to the Open Space Committee.

Old Home Day Parade. Members were advised that concerns regarding the proposed parade route and inclusion of the Town Hall/Library/Grange frontage were related to the committee chair who advised that the route would include those areas. Information regarding joint planning for the Old Home Day event and a series of concerts leading up to it with the Old Homestead Association was provided to Selectmen.

School Resource Officer MOU. Selectmen reviewed and approved an initial draft to be forwarded to district officials – Attachment #1. Whether data regarding town of origin of officer services could be developed and shared with the board was discussed.

Non-public session – RSA 91-A:3IIa, Fire Department Personnel. Selectmen voted by roll call to go into non-public session pursuant to RSA 91-A:3IIa to consider several personnel matters at 7:05 p.m. Selectmen came out of non-public session at 7:15 p.m. accepting with regret the resignation of longtime department member Robert A. Symonds, Jr. effective March 14, 2011, resignation of Justin Lyons effective March 15, 2011 and approving a 6 month leave of absence (April 1, 2011 to September 20, 2011) request from Firefighter Lee Blake.

Former VFW, 9 Railroad Street, Tax Map 57 Lot 98. Chief Skantze expressed concern about the stability of this building following roof collapse during the winter. A demolition application has been submitted but issuance is pending additional information regarding disposal. Contacting the owner to request the property be better secured was discussed.

Fire Department. Chief Skantze reviewed with Selectmen a memo dated March 22, 2011 (Attachment #2) pertaining to department response and an order of response chart (Attachment #3). Skantze provided additional information developed through a telephone poll (Attachment #4) detailing population, manpower, calls, EMS responsibilities and response policies as well as copies of NFPA 1710 and 1720 (2001 edition). The order of response, which is not generally utilized during the daytime when in-town manpower is reduced, was discussed at length. Mutual aid policy regarding time between tone and re-tone was reviewed. Protocol in Swanzey for advising Mutual Aid that personnel are responding is from the station versus from a responder's residence. Balancing needed volume of personnel response, when all station response is prescribed after the first re-tone was discussed. Policy regarding responding to calls for transportation by ambulance from the Carpenter Home and school facilities with both rescue and ambulance was reviewed.

Need to complete efforts to develop integrated policies and procedures for administration of call pay for adoption by Selectmen was discussed. Selectmen set a deadline of 4/12 for receipt of complete draft to include employee recordkeeping.

Chief Skantze advised he was developing a plan for additional renovations at the West Station including new windows for the front of the building (second floor), electrical and emergency lighting, enclosing of the stairway, station bay lighting, alarm system and construction of a vestibule. A copy of a sketch of the proposed first floor layout was provided – Attachment #5. Selectmen requested a copy of the facility improvement developed during preparation of the 2011 budget.

Work of the Fire Department Capital Improvements Committee on specifications for apparatus to replace Engine 3 (West Station – 1987 Pierce) for consideration in Budget 2012 or 2013 was reviewed by Skantze. They are considering a truck similar to Engine 1 (East Station) but without a CAFR system. Skantze advised he expected that financing of the truck's purchase price would be required.

Skantze submitted a proposal to purchase a vehicle to replace the pick up truck located at Center Station with a vehicle suitable for brush or medical response providing specifications for a 4 wheel drive crew cab truck to be modified with a utility body. Safety considerations have advanced replacement of this vehicle as the pick up in service currently does not have airbags or seat restraints. Funding source proposed by the Chief for this vehicle purchase was the capital reserve account for fire trucks. Selectmen deferred action on the submission.

Skantze advised that proposals were being developed for the replacement of the department's Hurst tools and rescue air bags planned for purchase following issuance of the June tax bill. In the fall, Skantze would like to initiate efforts to develop plans for future station replacement.

A department training program, to include as its culmination a live burn exercise at 51 Park Street this July, was discussed with Skantze requesting Selectmen consider abatement of a portion of the 2011 property taxes for the building to be used for department training. Selectmen requested additional information on the taxes and expressed concerns about traffic control during training exercises at this location which is adjacent to several high traffic facilities.

Skantze advised Selectmen he was opposed to the provisions of SB 91 precluding towns from considering residential sprinklers as an alternative to cisterns or other fire suppression methods.

Legislative Matters and State Budget Impacts. Status of several legislative proposals including SB 133 and SB 2 and potential additional costs to the town's due to state budget reductions including elimination of the beach testing program, excavation monitoring, DRA timber tax enforcement & reduction of municipal auditor positions were discussed.

Timber Tax Abatement Application – Minnich, Tax Map 81 Lot 3-2. Selectmen reviewed a summary of wood harvested by species, resulting tax based on the range of rates promulgated by DRA and the stumpage price paid by the logger to the land owner. No evidence of bidding or solicitation of competitive quotes was provided in the landowner's application. He advised staff the price paid for the pine was low due to its quality. Review of the mill slips indicates that more than 40% of the wood cut was prime or select. Absent evidence of bids or competitive quotes, Selectmen declined the abatement application which requested the rates paid to the landowner be utilized as basis for calculation of the tax.

Swanzy Lake Day Camp Rates 2011. Rates for the 2011 program were discussed with rates schedules of several other communities being reviewed. Selectmen concurred with staff's recommendation to hold the program price at the 2010 rates adjusting for number of program weeks. This year's program is not going to run a full 8 weeks (due to snow days). To be determined is whether it will run 7 or 7 ½ weeks.

Annual Adoption of Liability Statutes, RSA 31:104, 105, 106, RSA 508:12-b. Selectmen reaffirmed adoption of the provisions of RSA 31:104, 105 & 106 and RSA 508-12-b providing liability and indemnification protection to officials, employees and volunteers of the town in accordance with the terms of these statutes.

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

- Correspondence regarding disabled exemptions – Hodge.
- Public Hearing Notice Traffic Regulations – Parking & Speed, 4/12/2011.
- License to Sell Pistols & Revolvers, 2011-02, Racine.
- Appointment confirmations – Conservation Commission members DiLuzio & Stepanuck, Terms expire 2014.
- Appointment confirmation – Open Space Committee member Judith Hildebrandt, Term expires 2014.
- Notice of Intent to Excavate, Tax Map 86 Lot 1.
- Accepting and authorizing expenditure of \$125 in Old Home Day donations pursuant to RSA 31:95-b from Kona Ice \$50, Hagg \$25, Maxfield \$25 and Burno \$25.

Upcoming Meeting Agenda Items. Items scheduled for the board's 4/5 and 4/12 agendas were reviewed. Selectmen requested an update of the board's to do list. Carlson requested copies of the work done by previous committees or groups related to re-use or renovation of Whitcomb Hall. Developing a press release seeking nominations of the town's oldest resident was discussed.

Consideration of the Minutes of the Selectmen's Meeting of March 15, 2011. Selectmen reviewed and approved the minutes of their meeting of March 15, 2011 as printed.

Meeting adjourned at 9:40 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator