

## **Selectmen's Meeting – May 24, 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 6:10 p.m.

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

**Paving Plan 2011.** Selectmen reviewed an updated paving proposal for 2011 included in the agenda packet as an informational item. Authorizing a portion of the work proposed was discussed. Selectmen voted to authorize DPW Director Dunham to contract with All State Asphalt to complete 25,000 square yards of chip seal work at \$2.25 sq/yd identifying Cobble Hill Road as one of the roads to be completed (other roads to be determined following additional discussion with Dunham) and to contract to apply fiber mat stone seal to the portions of Matthews Road and Old Richmond Road reclaimed last year (approximately 21,800 yards at \$3.40 sq/yd).

**Monadnock Regional School District.** Selectmen met with School District representatives Bruce Barlow, Eric Stanley, Winston Wright, Dr. David Hodgdon and Jane Fortson. Barlow reported to selectmen the district's success at the polls with important warrant articles including all day kindergarten being passed by the voters. Year 3 of the high school renovation plan, focused mainly on electrical systems, is in progress and district officials are pleased with the work of the facility manager David LaPointe. Stanley advised that facility committee members were striving to complete work in a logical manner and were pleased with operation of a smaller, more efficient maintenance and custodial division. Status of start up of SAU 93 (July 1) and shut down of SAU 38 was reviewed. A new high school principal has been hired and the transition is underway. Special education was identified as the district's greatest challenge and the board has set a goal of being the best district in the state in 5 years. Selectmen queried whether the district had considered any actions in anticipation of state budget modifications negatively impacting projected expenses or revenues. Fortson advised she was waiting until the end of the state budget process before developing a plan to address its outcomes. Barlow advised plans were moving forward to present a warrant article for a Mt. Caesar Multi-purpose room next year in order to keep that project in line for state building aid. Plans to re-organize the high school/middle school aligning 9<sup>th</sup> grade with the middle school and establishing a freshman academy in 2012 were discussed. Barlow provided Selectmen with a DVD and handout pertaining to goals.

**Greater Monadnock Public Health Network (GMPHN) & Point of Dispensing (POD) Planning.** Selectmen met with EMD Bruce Bohannon who introduced members to Amanda Gaspard – Emergency Preparedness Coordinator, GMPHN. Bohannon has been working with others in the region on developing plans which could be implemented in the event of a public health emergency and require activity such as establishment of PODs to distribute vaccine, medications etc. Initially planning established numerous sites for POD in the region and state. An effort is now underway to reduce the number of locations requiring support and current plans indicate Swanzey would serve as a back up site. An update of the MOU between the town and school district allowing for use of facilities as either a shelter or a POD was reviewed. A copy of the draft was provided to Dr. Hodgdon (MRSD Superintendent). The draft agreement will be forwarded to the town's insurer seeking feedback regarding the coordination of liability and coverage. Bohannon advised that he had taken advantage of those in the community who had responded to the resource survey utilizing 3 or 4 volunteers in the recent medication "take back" event.

**NH Information and Analysis Center - Power Load/Assessment Project.** Bohannon reviewed information provided about this project through an email dated 5/16/2011 from NH HSEM Field

Services. Army Corps will be conducting assessment of critical facilities and communities are invited to participate. Selectmen authorized participation designating Bohannon as the town's contact point for this project.

**Police Department.** Selectmen met with Chief Busick who advised that the new cruisers had been received at the dealership and change over of the vehicles was scheduled to begin next week. He also advised that he had completed and filed the COPS hiring grant application and that Harold Parker from Congressman Bass's office had been in touch with him regarding its details.

**School Resource Officer MOU.** Selectmen, Chief Busick, Fox and School Board Chair Richard Thackston met with Thackston relaying the school board's discussions about the MOU to town officials. Thackston advised that the agreement proposed was not acceptable to board members. While "page 1" was acceptable – Addendum A was not. The district budget included \$50,000 for this purpose. Selectmen queried Thackston regarding district official's rationale asking how they had selected the funding level set in the budget. Busick reviewed the process used by the town to develop its initial budget for the position of approximately \$89,000 and subsequent revision considering the feedback from the board's finance committee to \$74,000 allocating costs as detailed in the MOU and Appendix A. Cost allocations proposed are based on time dedicated to school related versus town wide activities. During the school year (end of August to late June) the officer works at the school. When he is not involved in SRO related training during the summer and some school vacations he is available to provide service to the town at large. Thackston reviewed the opinions of some board members who feel the position is unnecessary. If they did not require it when they were students why was it necessary today? Busick advised that viewpoint was contrary to opinions expressed at public meetings by staff and district administrative officials who have support the program and its continued funding. Selectman Carlson expressed the viewpoint that it was unfair of other district towns to pass the additional burden of providing safety and security for students from all the towns in the district on to Swanzey. Thackston advised he felt the district could hire its own police officer for less expressing the view that he'd rather hire another teacher. Busick advised that was not likely feasible for the district to hire its own officer as extension of position's legal authority is through the town. Thackston expressed the objection that Appendix A was open ended in its potential cost and Fox advised that the appendix merely reflected the language of the MOU and tied the positions cost to the revised 2011/2012 budget proposal of \$74,000 (or future year's budgets). Perhaps some amendment clarifying that point could be included. Busick reviewed for Thackston the costs incurred by the town related to the supervision and financial management of the position which are absorbed by the town. Busick advised he did not feel it was feasible to operate the program effectively with an officer assigned part time to the school and within a budget of \$50,000 that is all which would be financially feasible. Selectmen advised the town could provide a full time program to include the scope of services detailed in the MOU for up to \$74,000 for FY 2011/2012. Thackston advised he would convey that to the school board and left the meeting. Selectmen, Busick and Fox discussed their impressions of the discussion and possible next steps.

**Fire Department.** Selectmen met with Chief Skantze who advised he was seeking feedback from Selectmen regarding 4 items pending from previous meetings including the residential intern program, installation of the alarm systems for Station 1 and Station 3, facility improvements related to life safety (ceiling and enclosing of stairway at West Station), Saturday coverage and daytime staffing during upcoming leave. Selectman Tatro advised that the board wished to defer consideration of Saturday coverage until the state budget process was complete and impacts to municipalities could be assessed. Skantze's proposal to convert the intern program to a residential program with 2 interns living at West Station was discussed. Selectmen expressed their support for the intern program but reservations regarding conversion to a residential program particularly with implementation scheduled for late August. Skantze advised that it was the skill set and needs of some of the candidates

considering participation this fall which had caused him to advance the residential intern program. In future years with different candidates the program might return to non-residential. He expressed his support for moving forward as a way to provide additional manpower to respond to calls. The work plan for 2011 had included a portion of the life safety improvements required (alarm systems at Station 1 & 3). The board's request for an additional quote is still pending. Skantze requested selectmen authorize he and Fox to review quotes received and award the work. Selectmen declined. Skantze advised he was seeking information from PSNH regarding lighting upgrades at West Station. Further discussion will be scheduled when renovation cost information and quotes are available. Selectmen authorized scheduling of up to 64 hours (8 days) of hourly personnel aimed at providing a weekday presence during June's scheduled leave authorized for the department's full time employee.

**Consideration of Minutes of Selectmen's Meeting of May 17, 2011 and May 3, 2011.** Selectmen reviewed and approved the minutes of their meeting of May 17, 2011 as written and a portion of the non-public minutes of May 3 which had not been distributed at the board's previous meeting.

**Site Visits.** Selectmen discussed site visit locations deciding to see the new facility at Camp Squanto and look at some of the roads included in the most recent 2011 pavement plan submitted by Dunham.

**Citizen Concern.** Selectmen relayed a concern expressed by a Homestead Ave resident pertaining to cats and trash. It will be referred to the health officer for assessment.

**Swanzey Post Office and Swanzey mail routes.** Selectmen reviewed correspondences from the USPS expressing dismay that the decision to move the Swanzey routes was made without fully considering impacts to the town's residents and business community.

**Ashuelot Rail Trail - Change order for materials testing.** Selectmen voted to authorize Bohannon, Fox and Tatro to execute (subject to NHDOT approval).

**Consent Agenda.** Selectmen reviewed and approved the following items:

- RSA 31:95-b, Authorizing accepting and expending Old Home Day Donations, Fiffy \$50, Goodwin \$25, Bell \$25, Karabakakis \$25, Moorman \$25 and Letourneau \$50.
- Authorization to Sign off adjusting current use rates by equalization ratio for first billing – Attachment #1.
- HeartSafe Community Nomination. Authorize chair to execute and submit application.
- MS #1 adjustments Vision to BMSI Tax Program, ECCEC & Monadnock Humane Society & Monadnock Developmental Services (Attachments #2, 3 & 4).
- Veterans Tax Credit – Tax Map 20 Lot 120.
- Timber Tax Warrants totaling \$ 6,077.62 & \$453.66.
- Release of Elderly Deferrals, Tax Map70 Lot 1.
- Sign off of Adopted FD Call & Training Pay Policy.
- Approval of current use application for Tax Map 43 Lot 11.

Meeting adjourned at 9:35 p.m.

Submitted by,

Elizabeth A. Fox  
Town Administrator