

Selectmen's Meeting – November 9, 2010

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

Chairman Carlson called the meeting to order at 6:20 p.m.

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

NHDOT Public Information meeting – Route 12/Swanzey Factory Road and Lake Street.

Selectmen indicated they plan to attend the upcoming meeting set for Wednesday, 11/10 at 7 p.m. at Town Hall.

Yale University. In response to a request from representatives to meet with Selectmen a date of 11/30 was selected.

Monadnock Regional School District Financial Information. District apportionment has been completed for the 2010-2011 budget. Local education taxes to be raised will decrease from \$8,411,611 to \$8,336,542. Swanzey portion of the district's costs, distributed based on student ADM and EV, has declined (even though total tax support required by the district has increased) as this year's calculations reduce Swanzey's share of the district. The district has been advised that a deficit appropriation will be required in the March 2011 warrant to cover a 6/30/3010 deficit of \$184,845.

Public Hearing – RSA 41:41-a, Conservation Easement – Tippin' Rock Farm/Hewes Hill Conservation area. Chairman Carlson called the first of two required public hearing to order reading the notice provided at 6:32 p.m. Present were Open Space Committee members Theresa DiLuzio, Betsey Braden and Katherine Feist. Also present was Anne McBride representing the Monadnock Conservancy. Proposed is participation by the town in project with approximate transaction costs of \$252,365 aimed at securing conservation easements to be held by the Monadnock Conservancy over approximately 165 acres of property now owned by the Domina Family. Attachment #1 illustrates the parcels involved. The project is subject of several grant awards including an LCHIP grant, Quabbin to Cartigan grants, the Corn-o-meter fundraising campaign and a potential Fields Pond grant. Town support from the conservation land acquisition fund (\$50,000) and the conservation fund (\$15,000) is proposed. The project also includes value contributed by the Domina Family through a donated easement over a 79 acre parcel. Protected lands will include the trail network associated with "Tippin Rock" and active agricultural lands. The area is identified as a high priority in the NH Wildlife Action Plan. No house lots will be reserved and the easement terms will guarantee public access. Chairman Carlson closed the first public hearing at 6:43 p.m. The next public hearing is set for 11/23/2010 at 6:30 p.m.

Budget 2011 – Emergency Management. Selectmen met with EMD Bohannon and DEMD Fortner reviewing the 2011 proposed budget. Increases in the appropriation requested attributable to Vernon drills scheduled in 2011 were reviewed. Revenue from NHOEM is anticipated to offset the drill expenses. Additional funding is included to provide for participation in the update of the radiological plan in coordination with state officials. Other expense line items and the potential need to upgrade the department's radio – currently operating, but no longer repairable – were discussed. Other radios utilized by town departments, and the anticipation that their technology will be deemed obsolete in 2013, was discussed. Need to

coordinate needs of all departments involved with emergency communications and assess funding options was discussed.

E911 Maps. Selectmen accepted the mapping work product developed by the Bureau of Emergency Communications with approximately a ½ page of corrections identified by staff executing a variety of documents – Attachment #2.

Perambulation of Chesterfield Town Line. Selectmen expressed pleasure that John Bridges was willing to assist in this project designating him to serve as the board's representative.

Public Hearing – Acceptance of Dedicated Streets as Town Highways: portions of C L Lane and Woodland Heights Drive (RSA 674:40-a, III). Selectmen continued the public hearing regarding the acceptance of these dedicated streets to their meeting set for November 16.

Home Occupation Application, M. Diven, 20 Rust Way – Tax Map 18 Lot 57. Selectmen approved the use outlined on the application received November 8, 2010 as qualifying as a home occupation.

PD Server Upgrade. Selectmen approved EMD Bohannon's proposal to fund a fund a portion of the required server upgrade (\$2,000) from EM operating budget reducing the amount to be withdrawn from the Expendable Trust for PD IT expenses leaving a balance in the account year end.

ACC Marketing & Development Sub-committee. A group of town officials to include a TIF Advisory Board member and a Selectman will meet with the sub-committee to review the report and how to explore collaboration between the municipalities.

NHDOT Building Permit #10-75, Base Hill Rd Facility. Selectmen were provided with correspondence dated 10/26/2010 from DOT District Engineer advising of that agency's determination that a building permit is not required for construction of a pole barn – storage building at their existing Base Hill Road facility. Fire Chief Skantze advised he had queried the Fire Marshal's office regarding NHDOT's statements and whether or not local permits were required.

RSA 31:95-b, Drug Forfeiture Funds. Board authorized accepting Drug Forfeiture funds for police department purposes pursuant to RSA 31:95-b. Anticipated funds total approximately \$1,020 or 5% of currency seized in September arrests on Ford's Road.

City of Keene WWTP Upgrade Project Committee. Selectmen approved participation by the town administrator in this committee provided Sewer Commissioners concur.

Fire Department – Car 1. A change order related to communication equipment increasing the fire conversion costs by \$386.83 over the amount previously approved by the Board was approved. The additional expense was posted to the department's operating budget.

Public Hearing – RSA 31:95-e, OHRV with Rescue Module & Trailer. Chairman Carlson called the public hearing to order at 7:35 p.m. reading the notice provided. Present were Fire Chief Norm Skantze and East Station Captain David Page. A proposal by East Company to purchase an OHRV with rescue module and trailer (estimated value \$20,000) was reviewed. Skantze reviewed the department's process for considering the proposed equipment donation which includes an assessment by the department's CIP committee. Skantze advise that

committee supported the donation as it would provide the department and town with access to a piece of equipment which is now only available to it through mutual aid. He felt that the frequency of incidents which response to can be improved with this piece of equipment merit support of its acceptance. Maintenance costs associated with the equipment would be reasonable. An assessment of whether or not the proposed acquisition will fit in existing garage space without displacing other equipment has been done and garage storage at East Station is available. Policy would be established permitting towing of the equipment only by a town vehicle (unless extraordinary circumstances arise) and operator training would occur prior to use. Page advised plans were to add electric brakes to the East Brush truck to facilitate towing and reviewed for Selectmen the process of assessment used by company members to determine purchase of a Polaris 4 wheeler with a "Kimtec" rescue module. He advised that if the equipment is accepted by the town it is likely to take a few weeks to a month to put the equipment in service. Currently towns with similar equipment (available on a mutual aid basis) include Richmond, Keene, Roxbury, SWNH Mutual Aid and perhaps Winchester. Chairman Carlson closed the public hearing at 7:50 p.m.

Selectmen voted to accept the proposed equipment to include an OHRV, rescue module and trailer with an approximate value of \$20,000 pursuant to RSA 31:95-e.

Budget 2011 – Fire Department. Chief Skantze met with Selectmen reviewing the proposed operating budgets for the Fire Department and Fire Department related items. Review focused on line items with significant changes which encompass plans to purchase uniforms (shirt and pants) for department members to wear at events and details, initiation of NFPA physical exams for personnel, equipment maintenance increases related to servicing of an air compressor and plan to upgrade the cascade system on a truck in east, retaining of a contractor for hose testing, diesel and oil (based on YTD expended) and hydrant rent. Skantze advised employee related items and equipment maintenance were priority. The level funding target established for budget submissions was reviewed with Selectmen requesting Skantze re-develop his submissions advising what activities and programs would be eliminated to reduce the department's request. Revisions are to be submitted 11/19/2010. Skantze provided Selectmen with a handout detailing stipends proposed. Whether the Fire Department CIP committee should initiate efforts in 2011 to plan for a new station was discussed too.

Non-public session – RSA 91-A:3IIa, Personnel. Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIa at 9:20 p.m. Chief Skantze was present. Selectmen came out of non-public session at 9:30 p.m. voting to seal the minutes of the session indefinitely.

Non-public session RSA -91-A:3IIe, Litigation. Selectmen voted unanimously by roll call to go into non-public session at 9:31 p.m. to consider input from Town Counsel. Selectmen came out of non-public session at 9:32 p.m. voting to retain an appraiser to assist in the Forest View Estates case.

Minutes of Meeting of October 26, 2010. Selectmen reviewed and approved as written the minutes of their meeting of October 26, 2010 public and non-public sessions.

RSA 674:41 Id, Tax Map 61 Lot 13 – West Shore Road. Consideration of this item was deferred.

Consent Agenda. The following items were approved:

- Execution by the Chair of a Certificate of Substantial Completion – Thompson Bridge Scour Project.

- Thank you letters to election workers and others including the Christian Life Fellowship who provided the facility for voting.
- Reimbursement requests from the expendable trust for road rehabilitation, reclamation and reconstruction and non-expendable trusts for the Carpenter Home for heating plant upgrade.
- Elderly exemption, Tax Map 18 Lot 159.

Meeting adjourned at 9:40 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator