

## **Selectmen's Meeting – April 13, 2010**

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

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

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

**Police Department.** Town Administrator Fox relayed a request from Chief Busick to post the vacant full time officer's position. Selectmen authorized posting of the position and initiation of a recruitment process seeking candidates for the vacancy.

**Leave Requests.** Selectmen authorized FMLA leave for several employees for up to 12 weeks in accordance with and subject to the provisions of the Family & Medical Leave act and town policy regarding it. Selectmen also approved a LOA for an employee on military duty.

**Monadnock Regional School District.** A question regarding whether land use and code enforcement officials were aware that a new scorer's shed was proposed at Mt. Caesar School was raised by a board member. Fox advised she would check with staff.

**Public Hearing – RSA 31:95e, Brown Field.** Chairman Carlson opened the public hearing at 6:30 p.m. to consider accepting the donation of a slab and scorer's shed (10 x 10) for Brown Field (replacing the existing scorer's shed). DPW Director Lee Dunham was present and the structure proposed was described. The public hearing was closed at 6:32 p.m. Selectmen vote to accept the donation of the scorer's shed requesting Dunham communicate with the league conditions and requirements related to insurance, permits etc.

**Brown Field Lighting.** In follow up to previous discussions related to quotes for improvements to the field lighting switch system, Dunham reported on the electrical code requirements advising that Sunderland Electric's Option #1 complied. Selectmen authorized proceeding with that option at a cost of \$2,120.

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

- Accepting and expending pursuant to RSA 31:95-b donations to the "Welcome to Swanzey sign fund" in Buck's memory - \$50 Kasper, \$25 Fox, \$50 Guinane, \$30 Austin/Hall & \$30 Clark.
- Exemption & Tax Credit Applications – Listing – Attachment #1.
- Authorize Chair to execute Fish & Game Agent Agreement
- Raffle Permit #2010-11.
- Event Permit #2010-8
- Old Homestead Garden Club Letter.

- Notice of Lien, Tax Map 35 Lot 39.
- Notice to Proceed – Thompson Bridge Project, authorizing chair to sign.
- Application for Renewal of Trade Name – Carpenter Home.

**Non-public session – RSA 91-A:3IIa, Fire Department.** Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIa at 6:54 p.m. to consider a personnel matter. Present were Fire Chief Skantze and Town Administrator Fox. Selectmen came out of non-public session at 7:17 p.m. voting by roll call to seal the minutes indefinitely.

**Fire Department.** Selectmen reviewed and approved a purchase order request for \$1,694.50 for purchase of polo shirts for department personnel. Chairman Carlson signed the purchase order on behalf of the board.

**Consideration of Minutes of Previous Meeting.** Selectmen reviewed and approved as written the minutes of the public and non-public sessions of their meeting of April 6, 2010.

**Inventory of Taxable Property.** Selectmen were in session from 7:30 to 8 p.m. to accept inventories and hear parties regarding their liability to be taxed. An inventory was received from Bruce Tatro.

**Ashuelot River Rail Trail Project.** Project Manager Bruce Bohannon met with the board requesting execution of the Comprehensive Shorelands Protection Application for the Project. The town has been authorized by the State to execute this application as we are the agency managing the trail improvement project (as the State owns the underlying rail bed). Selectmen authorized the chair to sign the application on behalf of the Town. An issue that has arisen with a land owner abutting the project was reviewed. Apparently, correspondence raising the concern had been directed to the State agencies in November but not shared with the Town until last week. Bohannon will be meeting with DOT to assess the matter. Changes to the project's engineering scope to include full bid package services and possible scope changes related to construction oversight were reviewed.

**Emergency Management.** EMD Bohannon reviewed with Selectmen the proposed budget for submission to NHOEM seeking funding in support of Vermont Yankee related activities. Components of the submission, which include support for a portion of the cost to maintain the CodeRed system, were reviewed. VY Drills will again be required in 2011 increasing funding requested for drill salaries. Equipment requests include batteries for fire department portables and replacement dry erase boards for the EOC at the Police Station. Selectmen voted to approve the funding request in the amount of \$23,413.98 authorizing Chairman Carlson to sign necessary documents on the board's behalf.

**Mill K Recreation Area.** Bohannon queried regarding the area and was advised that coordination of a staff meeting to develop policies and procedures was pending.

**Posting of Town Roads.** Mud season weight restrictions on town roads have been lifted.

**Nominations – MRSD Budget Committee.** A packet containing the nominations received was forwarded to members last Friday.

**State Budget Modifications proposed by Governor Lynch** – impacts to municipal governments. Some of the possible impacts, including a proposed reduction in rooms and meals distribution, were reviewed.

**Nominations – MRSD Budget Committee.** Selectmen reviewed the applications and/or correspondence received from Dick Bauries, James Vitous and Michael Blair in response to the town's notice seeking nominations to fill the vacancy resulting from the resignation of Michael Morrison (from budget committee) following his election to the school board. Members reviewed what they felt each nominee would bring to the committee and the existing Swanzey budget committee representation. Selectmen voted to nominate James Vitous to fill the budget committee vacancy, 2-1.

Meeting adjourned at 8:20 p.m.

Submitted by,

Elizabeth A. Fox  
Town Administrator