

SELECTMEN'S MEETING – FEBRUARY 4, 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

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

INFORMATION

MRSD warrant Selectmen reviewed spreadsheets, prepared by Fox, illustrating the value of each school district town's School Board representatives if the Board is expanded to 15 members. The school deliberative session will take place on Saturday, February 7.

CITIZEN CONCERNS – – none pending

DEPARTMENT REPORTS – – none scheduled

APPOINTMENTS – none scheduled

NOMINATIONS – none scheduled

CONFIRMATIONS – Old Home Day Committee (see **NEW BUSINESS**)

ENFORCEMENT – E. Jacobs, 195 Westport Village Road (see **NEW BUSINESS**)

PUBLIC HEARINGS – none scheduled

CONSIDERATION OF OLD BUSINESS

Home occupation application, R. Hadley, 888 West Swanzey Road Davis recused herself from the discussion. Tatro and Carlson reviewed additional information supplied by the applicant, and determined that the square footage proposed for the home occupation exceeds 300 square feet, thereby qualifying the proposal for site plan review.

Motion by Tatro to deny the application for a home occupation. Second by Carlson. All in favor.

Finalizing official ballot Selectmen finalized recommendations on official ballot questions resulting from the February 3, 2009 deliberative session.

Motion by Carlson to continue to recommend the monied warrant articles. Second by Tatro. All in favor.

Annual Report 2008 Fox provided Selectmen with a draft Report. Selectmen discussed acknowledging newly appointed Troubadour Laureate W. Calkins in the Report.

CONSIDERATION OF NEW BUSINESS

Pending legislation – HB 657 Fox provided Selectmen with an e-mail message from Town Administrator Pam Brenner, soliciting input and comments pertaining to HB 657 from DPW Director Lee Dunham. The hearing on the bill is set for the week of February 9, 2009. On behalf of the Town, Selectmen agreed in their support the pending legislation.

Selectmen discussed efforts to ascertain the reasoning behind State vs. Town winter maintenance of certain State roads.

Home occupation application – D. Aron, 77 West Street Selectmen reviewed the application materials for a home occupation consisting of interior plant care.

Motion by Tatro that the proposal qualifies as a home occupation. Second by Davis. All in favor.

Old Home Day Committee Selectmen appointed nominees Jane Johnson and Bill Carson to the Committee. Selectmen recommended that Fox encourage the new members to help recruit additional participants.

Enforcement – E. Jacobs, 195 Westport Village Road. Selectmen reviewed and consented to a timetable proposed by Fox and Code Enforcement Officer Weston. The timetable is designed to support Jacobs's compliance with the ZBA decision that allows conversion of the barn to a residence and requires discontinuance of the "cottage" dwelling unit.

- a. Submission of building permit for conversion of cottage to a legal use by 2/15.
- b. Implementation of that plan and CO issued for converted cottage by 4/1.
- c. Completed septic design and building permit application making conversion of barn to dwelling unit legal submitted by 3/15/2009. Building permit for this conversion to legal use to be issued after work converting cottage is complete & CO issued.
- d. CO issued by 5/15 making use of barn as a residence a legal use.

Selectmen advised Fox of their desire to resolve the matter as quickly as possible, in advance of the beginning of the summer building season.

Other matters

Protecting Mt Caesar Following up on a citizen concern presented by Theresa DiLuzio at the January 21, 2009 Selectmen's meeting, Carlson reported that four citizens have indicated their willingness to participate in considering and making recommendations regarding uses, access points, and regulations most appropriate for the land. An additional resident has expressed interest in the project to Fox and Carbonneau.

Economic Development Advisory Commission update Fox briefly reported on EDAC activities to date. Selectmen asked to be included in the distribution list for meeting minutes.

Compensation for temporary staff Selectmen discussed and agreed upon an hourly rate of pay for a temporary worker to assist the deputy Town Clerk with 2009 election duties.

CONSIDERATION OF MINUTES

Motion by Davis to approve the minutes of the February 2, 2009 regular meeting. Second by Carlson. All in favor.

CONSENT AGENDA

1. Abatement #2009-1, Hunter.
2. Abatement #2009-2, Sweeney.
3. Renewal of Junkyard License – Buffum.
4. CDBG Requisition #3.
5. Letter to Westport Church, Tax Map 88 Lot 9.

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

ADJOURNMENT

Motion by Tatro to adjourn; second by Davis. All in favor. The meeting adjourned at 7:10.

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).