

SELECTMEN'S MEETING – OCTOBER 15, 2008

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.

Chairman Carlson called the meeting to order at 6:00 p.m.

INFORMATION

Christian Hill Road Bridge replacement Fox reported receipt of a preliminary \$1,250,000 estimate for replacement of the red-listed bridge, which is not yet on the schedule to receive funding through the State bridge aid program. To facilitate planning for the expense, Fox will incorporate the estimate into the town's CIP work. Fox said that the Town will need to have \$250,000 in hand (or the ability to commit that sum) before the Town can request State aid for the project.

Fox reported that the Cobble Hill and Warmac Road bridges, the next two bridges in the Town's schedule, have been accepted into the State's program

Police Department Selectmen reviewed a 10/10/08 update from Chief Busick regarding department activity.

Forest View Estates v. Town of Swanzy Fox reported that the matter has been continued until 2009, with pre-trial and trial scheduled for April.

Old Home Day Committee Fox reported that Committee member Gus Lerandau says the Old Home Committee has not held their final meeting yet, but will shortly. To facilitate the transition from elected to appointed committee membership, Committee members plan to make recommendations to Selectmen, and then resign.

CITIZEN CONCERNS – none presented

DEPARTMENT REPORTS

6:15 p.m. DPW Director Lee Dunham (see **NON-PUBLIC SESSION**)

APPOINTMENTS

7:30 p.m. Swearing-in ceremony – Norman W. Skantze as Fire Chief

NOMINATIONS - none scheduled

CONFIRMATIONS - none scheduled

ENFORCEMENT - none scheduled

PUBLIC HEARINGS - none scheduled

CONSIDERATION OF OLD BUSINESS

Budget 2009 Fox reported on the status of budget development. Preliminary work sessions will begin on October 25. Fox intends to have assembled a first working draft to distribute to Selectmen by October 22.

Non-public session DPW hiring, RSA 91-A:3IIb (see **NON-PUBLIC SESSION**)

Woodland Heights letter of credit Fox reported that she has communicated with the representative of the developer, who intends to mail a letter requesting renewal of the letter of credit shortly.

Motion by Tatro to instruct Town Counsel to make a demand on the Woodland Heights letter of credit (due to expire on October 23, 2008) if renewal is not received by end of business day on October 20th. Second by Davis. All in favor.

Moore Nanotechnology LLC Compensatory Wetlands Mitigation Having held the two public hearings required of RSA 41:14-a, Selectmen discussed the mitigation proposal for the Town to hold a conservation easement on the +/-15 acres of uplands off of Safford Drive.

Motion by Tatro to approve the Town's acceptance of the conservation easement on approximately 15 acres that are located off of Safford Drive and owned by 234 Old Homestead Highway Realty LLC, and designated for conservation in the development plan for Moore Nanotechnology LLC. Second by Davis. All in favor.

Thompson Covered Bridge scour countermeasure engineering proposal Following up on recommendations of Town Counsel, Fox reported that the engineering firm will offer certificates of insurance.

Motion by Davis to authorize Fox to execute the Thompson covered bridge scour countermeasure engineering services agreement, subject to provision of certifications of insurance. Second by Tatro. All in favor.

Disposition of old Town Hall firewall Fox reported that the old firewall is obsolete, and has been replaced. Selectmen approved disposal of the old firewall.

Motion by Tatro to sell the equipment for \$50. Second by Davis. All in favor.

CONSIDERATION OF NEW BUSINESS

8" water line extension for the Industrial Park district Fox reported that the Swanze Revenue Development District (SRDD) Advisory Board recommends participating with the North Swanze Water and Fire Precinct (NSWFP) to cover expenses associated with extending an 8" water line down the east side of Route 32 (from Page Court to just south of Safford Drive) to improve water supply for the Industrial Park district, and recommends expending up to \$30,000 of unexpended bond proceeds (1/2 project cost with contingency) on the extension. Contracts for construction are to be between NSWFP and the contractor. The Town's participation will be financial only.

Motion by Tatro to approve the recommendations of the Swanze Revenue Development District to participate in extending an 8" water line to improve water supply for the Industrial Park district. Second by Davis. All in favor.

Fox also reported that placement of the water line along Route 32 will make available one of the two sleeves under Safford Drive for uses other than providing water service.

Motion by Tatro to approve use of one of the sleeves for the provision of underground utility service. Second by Davis. All in favor.

Home Occupation Application Joan Hagar, 80B Winch Hill Road.

Hagar's application proposes a business of secretarial services, consisting of computer work, to be performed as an independent contractor. No customers will visit the business, which will occupy a corner of Hagar's living room.

Motion by Carlson to approve the proposed use as qualifying as a home occupation. Second by Davis. All in favor.

CONSENT AGENDA

1. Appointment Papers, N. Skantze as Fire Chief.
2. Letter past due tax liens – Todd Joslyn.
3. Raffle Permit #2008-26.
4. Authorizing Chairman Carlson to sign funds grant request to Rural Development for expenses of the North Swanze Water & Fire Precinct.
5. Authorize Chairman Carlson to execute on behalf of the Town the MAAPS (on line MV registration system) agreement through December 2009 between State and town.
6. Authorize Chairman Carlson to execute 2 highway safety grant applications each for less than \$5,000 and authorize accepting and expending funds if awarded in accordance with RSA 31:95-b.
7. Notice of Lien, Tax Map 70 Lot 37.

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

CONSIDERATION OF MINUTES

Motion by Tatro to approve the minutes of the public meeting and non-public sessions of October 8, 2008. Second by Davis. All in favor.

NON-PUBLIC SESSIONS

Motion by Davis at 6:30 to enter non-public session, pursuant to RSA 91-A:3IIb, to discuss hiring. Second by Tatro. Vote by roll call. All in favor. Present were Carlson, Tatro, Davis and Fox. DPW Director Dunham also was present.

Selectmen left non-public session at 6:55 p.m.

Motion by Davis to seal minutes of the session until the conditions of the offer are satisfied. Second by Tatro. Vote by roll call. All in favor.

ADJOURNMENT

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

Submitted by

Victoria Reck Barlow
Recording Secretary

LIST OF FUTURE AGENDA/PENDING ITEMS

1. Personnel policy updates – drafting of updates ongoing. Distribution pending.
2. Display on Route 12 (pending enforcement issue) referred to Weston.
3. Disposition of South Grove Street Land acquired by tax deed - pending.
4. RFP – Town Facilities assessment.
5. Hiring – Department of Public Works (1 full time positions).
6. Subdivision Road Standards. Draft developed by DPW Director Dunham distributed to Selectmen. Review pending. Winter Maintenance draft – revisions to priority section requested.
7. NHDOT Projects – development of scope of work and fee proposals for Rail Trail and Bridge Projects underway. Board approval of scope and fee proposals completed.
8. WS Sidewalk Committee – work plans & process 2008? Equipment Budget 2009.
9. Conversion of 1997 DPW truck to forest fire vehicle pending/Fleet assessment & disposition of excess vehicles pending.
10. Street Addressing Committee. Review of file and project status underway. Committee meeting to be scheduled.
11. Discussion, defining roles and responsibilities between Selectmen, DPW and West Swanzey Sidewalk Committee. Research underway.
12. Town ordinances – Fireworks. Further consideration deferred to allow for input of full time fire chief following hiring.
13. Carpenter Home Properties – Discussion with counsel re: options. Authorization to investigate pending.
14. Westbrook Court – Class VI – Camuso (Richmond).