

SELECTMEN'S MEETING – MAY 21, 2008

ATTENDANCE

Selectmen Nancy L. Carlson and Deborah J. Davis. Selectman Tatro was absent. Town Administrator Elizabeth Fox also was present.

INFORMATION

Town-owned Dams Board members reviewed correspondence related to two Town dams:

- Swanzey Lake Dam #232.07/DSP #8-014. April 23, 2008 Letter of Deficiency from NH DES; Dunham response outlining maintenance actions to be completed by May 30, 2008.
- Ice Pond Dam #232.13/DSP #8-024. May 7, 2008 Letter of Deficiency from NH DES. At a future point, the Board may choose to assess the cost of maintaining the situation.

Tire Amnesty Day A flyer announces the event, to be held on June 21 from 7:00 to 5:00 at the Swanzey Recycling Center.

FINANCIAL MATTERS

Selectmen reviewed and approved accounts payable and payroll manifests.

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

CITIZEN CONCERNS

None presented.

APPOINTMENTS

6:30 Swanzey Police Benevolent Association – Officers Eccleston & Blodgett (see NEW BUSINESS)

6:45 Health Officer DeRocher & Code Enforcement Officer Weston (see ENFORCEMENT)

7:15 Deputy Fire Chief Sanchez (see NEW BUSINESS)

DEPARTMENT REPORTS

None presented.

NOMINATIONS

Cool Monadnock and Recreation Committee are still pending.

CONFIRMATIONS

None scheduled.

ENFORCEMENT

Tax Map 59 Lot 7 (Bates), Tax Map 58 Lot 67 (Denico) & Tax Map 72 Lot 7 (T. Denico)

A May 15, 2008 memo from Code Enforcement Officer Weston outlines T. Denico's plan to remove unregistered junk vehicles and campers within four to six weeks from Tax Map 72 Lot 7 and Tax Map 58 Lot 67. Weston has been working on the issues related to the Bates property, Tax Map 59 Lot 7 for nearly two years, and reports that the situation is slowly improving.

Health Officer Bob DeRocher and CEO Weston appeared before the Board to review the Bates' plans to remove rubbish. They provided photographs to document current conditions.

DeRocher is encouraging the occupants to cash in metal at Scrap-It. They are limited by the lack of a registered truck to haul materials, and lack of available time.

Fox suggested setting up a series of intermediate goals, with deadlines for completion. DeRocher recommends setting priorities based on the degree of hazard of the materials. He and Weston will continue to make monthly visits to monitor and encourage progress.

PUBLIC HEARINGS

None scheduled.

CONSIDERATION OF OLD BUSINESS

Full time Fire Chief position description

Board members discussed and made minor changes to a draft position description prepared by Fox to incorporate the Board's work of the previous week. Fox will distribute the proposed final draft to Board members.

Fire Chief recruitment

After reviewing the Recruitment Committee's composition, Board members felt that Committee membership should be more diverse. Adding another citizen-at-large may better represent a cross section of the community. Board members will think about who might bring a fresh perspective.

CONSIDERATION OF NEW BUSINESS

Swanzy Police Benevolent Association

Officers Eccleston and Blodgett appeared before the Board to present information on a proposed fundraiser for the Association's charitable work. They propose to contract with All-Pro Productions to host a demonstration football game. The service includes a telemarketing component, preceded by notification to the public. The PBA would receive 28% of all donations, approximately \$7,000.

The officers would prefer to hold the event in Swanzy, and Board members were supportive of the concept. Discussion involved necessary facilities:

- Adequate bleacher seating, or space for attendees to set up their own chairs.
- Adequate parking
- Rest room facilities, including handicap accessibility
- Food (the Fire Department may be interested in being a vendor)

The high school or Brown Field are two options, as is the softball field at Mt. Caesar. Board members encouraged the officers to assess locations, and check with the school district.

August 17, 24, or 31 are three prospective dates. (The service provides for a rain date.)

Board members felt that the event would help promote community relations, especially with younger citizens. If the PBA chooses to repeat the event in subsequent years, Davis suggested coordinating with Old Home Day activities.

An event permit will be required when all details are finalized.

Review of Fire Department Standard Operating Guidelines

Deputy Chief Sanchez reviewed the draft proposals with the Board. The guidelines provide department personnel with structure and continuity so that all members understand what is expected of them.

Based on maximizing safety by encouraging a uniform approach among personnel, Sanchez's priorities are emergency response, protective clothing, and breathing apparatus. In time, he expects to develop about 20-25 additional sets of guidelines. Station captains will review the SOGs with personnel as part of their training, and require personnel to sign off upon completion of the orientation.

Sanchez recommends designating one equipment officer per station, who will be charged with accounting for gear and equipment with receipts, to help keep track of quality and inventory. These officers' responsibilities will include inspecting equipment.

Department personnel have been supportive of the proposals. Sanchez will finalize text, formatting, and style, and provide Fox with versions for the Board to consider adopting at their June 11 meeting.

Sanchez further reported that Fire Department vehicles are getting inspections.

Department personnel are getting new training in accountability at incidents. New lieutenants are settling in. Attendance at the most recent officers' meeting was high, and enthusiasm strong.

Town of Swanzey v. Chris and Brandon Frazier

Fox will draft a letter in response to the Fraziers' letter.

Disposition of property acquired by tax deed – Tax Map 58 Lot 70

Chris and Brandon Frazier are interested in purchasing the small Perry lot, adjacent to their parcel on South Grove Street.

Board members decided to take no immediate action to dispose of the parcel.

Other matters

Code Red, endorsed by Deputy Fire Chief Sanchez, also has received support from Fire Department personnel.

Motion by Davis to proceed with the service, and to authorize Carlson to execute the contract. Second by Carlson. All in favor.

Selectmen's Institute report -- Based on her attendance at the Institute, Carlson recommends:

1. That the Department of Public Works develop a summer maintenance policy for Town roads and highways, as it has for winter maintenance.

Job-specific timesheets, carried in the DPW trucks, could facilitate documenting hours spent and which crew members were involved with projects, thereby helping the Board better manage DPW resources.

2. A statutory responsibility of conservation commissions, as part of the duties of the protecting watershed resources, is to "keep an index of all marshlands, swamps, and all other wet lands in a like manner, and may recommend to ... the selectmen ... a program for the protection, development or better utilization of all such areas" (Title III, Section 36-A:2). Carlson recommended to the Board that the Swanzey Conservation Commission prepare such an index. In the spirit of enhanced cooperation and coordination, she also recommended that a representative from the Planning Board serve on the SCC.

CONSIDERATION OF MINUTES

Motion by Davis to approve the minutes of May 14, 2008. Second by Carlson. All in favor.

CONSENT AGENDA (includes correspondence, permits, and other matters)

1. Approval of Greenhouse Exemptions, RSA 72:12-d, Tax Ma 21/18, 33/7 & 53/2-1.
2. Approval of Elderly Exemptions, Tax Map 70/1, 40/1 & 18/234.
3. Denial of Elderly Exemption, Tax Map 58 Lot 33.
4. Timber Tax Warrant \$5,230.29.
5. Raffle Permits #2008-11, 12 & 13.
6. Application, Certification and Agreement for Federal Surplus Property.

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

NON-PUBLIC SESSION

None.

ADJOURNMENT

Motion by Davis to adjourn; second by Carlson. All in favor. The meeting adjourned at 8:15.

Submitted by

Victoria Reck Barlow
Recording Secretary

LIST OF FUTURE AGENDA/PENDING ITEMS

1. Upcoming meetings - May 28th with LGC. Site visits (6/4).
2. Subdivision Road Standards. Draft developed by DPW Director Dunham distributed to Selectmen. Review pending.
3. Personnel policy updates.
4. Decide whether to replace Carpenter Home burner and underground tank, possibly with an alternative heating system.
5. Hiring – Department of Public Works (full time positions).
6. Preparation of invoice pending - Land Use Change Tax Bill (Oliphant et al)
7. Display on Route 12 -- pending enforcement issue