

Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – March 11, 2014
Christian Life Fellowship Church, 211 Whitcomb Road, Swanzey, NH

CALL TO ORDER

Present were Selectmen Nancy L. Carlson, Deborah J. Davis and Kenneth P. Colby, Jr. The meeting was called to order by Chair Nancy L. Carlson at 7:05 p.m. at the Christian Life Fellowship Church following the end of Town Meeting ballot voting. Also present was Town Administrator Shane O’Keefe.

OLD BUSINESS

Mount Caesar Timber Harvest

Following up from a previous discussion on January 28, 2014, the Board discussed removal of trees in the area of the Carpenter Home, which will need to be done soon due to weather conditions and the logging project schedule. Each Board member and O’Keefe had toured the property prior to the meeting and viewed the trees marked and unmarked by the Town’s forestry consultant.

Motion by Davis to allow for removal of the large pine trees and other trees as marked directly to the west side of the Carpenter Home. The motion was seconded by Colby, and all were in favor. ***Motion passed.***

Motion by Colby to allow for removal of the large pine and other trees leaning toward the carpenter Home as marked directly to the north, or rear, of the Carpenter Home. The motion was seconded by Davis, and all were in favor. ***Motion passed.***

Motion by Davis to allow for removal of the large pine trees located in the westerly portion of the 40-foot buffer area along the north side of the cemetery, this being the same buffer area required of the Board on January 28, 2014. The motion was seconded by Colby, and all were in favor. ***Motion passed.***

Regarding the inclusion of harvesting of trees on either side of the access road to the Mt. Caesar cemetery, including the Potash Bowl property, the Board would like to hold off on a decision pending delineation of the extent of potential cutting by Public Works Director Lee Dunham, and a price proposal from the logger for this extra work . O’Keefe will convey to the forestry consultant all of the forgoing information as soon as possible.

NEW BUSINESS

Non-public session(s) per RSA 91-A:3II(b), Hiring of Public Employee(s)

Motion by Davis to enter Non-public session pursuant to RSA 91-A:3II(b) , Hiring of Public Employee(s), seconded by Colby. The Selectmen voted unanimously by roll call to go into non-public session at 7:20 p.m. ***Motion passed.*** Present were the Board members, Town Administrator O’Keefe.

Motion was made by Davis to leave non-public session and return to public session. The motion was seconded by Colby, with all in favor. ***Motion passed.*** Non-public session ended at 7:24 p.m.

Motion was made by Davis to seal the minutes of the non-public session. The motion was seconded by Colby. The Selectmen voted unanimously by roll call to seal the minutes. **Motion passed.**

Non-public session(s) per RSA 91-A:3II(b), Hiring of Public Employee(s)

Motion by Davis to enter Non-public session pursuant to RSA 91-A:3II(b) , Hiring of Public Employee(s), seconded by Colby. The Selectmen voted unanimously by roll call to go into non-public session at 7:24 p.m. **Motion passed.** Present were the Board members, Town Administrator O'Keefe.

Motion was made by Davis to leave non-public session and return to public session. The motion was seconded by Colby, with all in favor. **Motion passed.** Non-public session ended at 7:26 p.m.

Motion was made by Davis to seal the minutes of the non-public session. The motion was seconded by Colby. The Selectmen voted unanimously by roll call to seal the minutes. **Motion passed.**

License to Sell Pistols and Revolvers (RSA 159:8). Lawrence P. Racine, 11 Suburban Acres

The Board discussed this license application, which is issued annually by the Town. Colby raised the issue of the Town issuing 1-year licenses while the dealer's Federal Firearms License, which is a prerequisite to the Town license, is issued for a 3-year period, in this particular instance to February 1, 2017. He stated that the Town permit should also be for a 3-year period. Davis stated that this type of policy should apply to all such permits. O'Keefe suggested that instead of a straight 3-year license the local license term should coincide with the Federal license term.

Motion by Colby to establish that all Town of Swanzey Licenses to Sell Pistols and Revolvers under RSA 159:8 shall be issued for a term that coincides with the related Federal Firearms License. The motion was seconded by Davis, and all were in favor. **Motion passed.**

Motion by Colby to execute and issue a License to Sell Pistols and Revolvers (#2014-01) to Lawrence P. Racine of 11 Suburban Acres for a term extending to February 1, 2017. The motion was seconded by Davis, and all were in favor. **Motion passed.**

Because the license as prepared showed an expiration date of March 11, 2015, the Board signed the license with an amended date, and agreed to execute a corrected version as soon as possible.

Health Officer

The Board briefly discussed communication issues regarding the Health Officer. It was agreed to discuss this further at the next meeting.

ADJOURNMENT

Motion to adjourn was made by Davis, second by Colby. **Motion passed.** Adjournment at 7:33 p.m.

Respectfully Submitted,

Shane O'Keefe, Town Administrator
Approved on March 18, 2014.

Town of Swanzey, New Hampshire
Board of Selectmen
Non-Public Meeting Minutes #1 – March 11, 2014

Non-public session(s) per RSA 91-A:3II(b), Hiring of Public Employee(s)

Motion by Davis to enter Non-public session pursuant to RSA 91-A:3II(b) , Hiring of Public Employee(s), seconded by Colby. The Selectmen voted unanimously by roll call to go into non-public session at 7:20 p.m. **Motion passed.** Present were the Board members, Town Administrator O’Keefe.

The Board considered the request from Director of Planning and Community Development Sara Carbonneau to consider hiring Michael Jasmin of Alstead, NH for the regular part-time position of Code Enforcement Officer at a rate of \$23.00 per hour for between 15-25 hours per week. O’Keefe noted that departing CEO Chet Greenwood presently earns an hourly rate of \$25.00.

O’Keefe noted that both he and Carlson had participated in the interview process. Both O’Keefe and Carlson mentioned that Jasmine was a very good and qualified candidate. O’Keefe noted that Carbonneau recommended condition of employment requiring that the candidate obtain ICC certification within 12 months as either a B1 Residential Building Inspector or B2 Commercial Building Inspector.

Motion was made by Colby to authorize the Town Administrator to make a conditional offer to Michael Jasmin for the regular part-time position of Code Enforcement Officer at a rate of \$23.00 per hour, with all standard conditions of employment and further requiring that the candidate obtain ICC certification within 12 months as either a B1 Residential Building Inspector or B2 Commercial Building Inspector. The motion was seconded by Davis, with all in favor. **Motion passed.**

Motion was made by Davis to leave non-public session and return to public session. The motion was seconded by Colby, with all in favor. **Motion passed.** Non-public session ended at 7:24 p.m.

Motion was made by Davis to seal the minutes of the non-public session. The motion was seconded by Colby. The Selectmen voted unanimously by roll call to seal the minutes. **Motion passed.**

Respectfully Submitted,

Shane O’Keefe, Town Administrator

Approved on March 18, 2014.

These Minutes unsealed by the Board of Selectmen on March 3, 2015.

Town of Swanzey, New Hampshire
Board of Selectmen
Non-Public Meeting Minutes #2 – March 11, 2014

Non-public session(s) per RSA 91-A:3II(b), Hiring of Public Employee(s)

Motion by Davis to enter Non-public session pursuant to RSA 91-A:3II(b) , Hiring of Public Employee(s), seconded by Colby. The Selectmen voted unanimously by roll call to go into non-public session at 7:24 p.m. **Motion passed.** Present were the Board members, Town Administrator O’Keefe.

The Board considered the request from Solid Waste Manager Bob Osterhout to consider hiring Ernest Snow of Swanzey for the regular part-time position of Solid Waste Facility Operator at a rate of \$10.50 per hour. O’Keefe noted that the position helps fill the void created by the departure of two other Operators in late 2013.

O’Keefe noted that Osterhout recommended a condition of employment requiring that the candidate obtain a NHDES Level 1 Solid waste Operator Certificate within 1 year of start of work.

Motion was made by Colby to authorize the Town Administrator to make a conditional offer to Ernest Snow for the regular part-time position of Solid Waste Facility Operator at a rate of \$10.50 per hour, with all standard conditions of employment and further requiring that the candidate obtain within 1 year a NHDES Level 1 Solid Waste Operator Certificate. The motion was seconded by Davis, with all in favor. **Motion passed.**

Motion was made by Davis to leave non-public session and return to public session. The motion was seconded by Colby, with all in favor. **Motion passed.** Non-public session ended at 7:26 p.m.

Motion was made by Davis to seal the minutes of the non-public session. The motion was seconded by Colby. The Selectmen voted unanimously by roll call to seal the minutes. **Motion passed.**

Respectfully Submitted,

Shane O’Keefe, Town Administrator

Approved on March 18, 2014.

These Minutes unsealed by the Board of Selectmen on March 3, 2015.