

Town of Swanzev, New Hampshire
Board of Selectmen
Meeting Agenda – April 1, 2014
Swanzev Town Hall, 620 Old Homestead Highway, Swanzev, NH

1. Call to Order – 6:00 PM
2. Consideration of Meeting Minutes
 - Regular meeting(s) of March 25, 2014
 - Nonpublic meeting(s) of March 4, 2014, March 18, 2014 & March 25, 2014
3. Citizen Concerns
4. Appointments
 - 6:15 PM Dawn Rice, Carpenter Home Administrator
 - 6:30 PM BethAnne Tatro, Health Officer
 - 7:00 PM Neil & Cindy Livengood
5. Nominations
6. Confirmations
7. Enforcement
8. Public Hearings
9. Consideration of Old Business
 - Payment arrangement – Neil & Cindy Livengood, 84 Joslin RD (Map 18, Lot(s) 1)
 - Void Abatements #2013-062 & #2013-063
10. Consideration of New Business
 - Summer recreation rates and regulations
 - Non-public session(s) per RSA 91-A:3II(a), Personnel matters
11. Other Business
 - General discussion of Health Officer matters
 - General discussion of Carpenter Home matters
12. Consent Agenda
13. Adjournment

MEMORANDUM

To: Swanzey Board of Selectmen Date: March 29, 2014
From: Shane O'Keefe, Town Administrator
Subject: Board meeting of April 1, 2014

Here is information related to items on the agenda for the upcoming meeting.

FOR YOUR INFORMATION

- Email of 3/25/2014 from Human Services and Resources Coordinator reporting on issue of liability with rental assistance.
- Selectboard "To Do" list from 4/5/2011

APPOINTMENTS

6:15 PM Carpenter Home Administrator Dawn Rice will meet with the Board to report on Carpenter Home matters (Other Business),

6:30 PM Health Officer BethAnne Tatro will meet with the Board to report on Health Officer matters (Other Business).

7:00 PM Neil & Cindy Livengood will meet with the Board to discuss an existing payment arrangement (Old Business)

OLD BUSINESS

Payment arrangement – Neil & Cindy Livengood, 84 Joslin RD (Map 18, Lot(s) 1). This matter was briefly discussed at the 3/18/2014 meeting and the Board asked to meet with the property owners, who were unable to make it to the last meeting. The Board is asked to consider allowing for a month to be skipped in a payment plan of \$300 per month for this property owner for delinquent taxes and interest. The original plan was approved by the Board on 4/10/2012. On 12/27/2012, at the request of the property owners, the Board voted to allow for a monthly payment to be missed, but indicated that it would not approve any future waivers under this agreement. It should be noted that scheduled payments in Feb., Jul., Sep., Oct. & Dec. 2013 were not made. I wrote a letter to the Livengoods on 12/18/2013 and stated that the agreement would be considered null and void if all payments due were not paid in full by January 20, 2014.

Void Abatements #2013-062 & #2013-063. The Board is asked to void these abatements of interest previously approved on 3/4/2014. Tax deferrals were approved at the previous meeting related to these applications. Until tax deferrals are processed, the BMSI software adds 12% interest to unpaid balances, but once the deferral is entered into the software the system removes accrued interest automatically, thereby making an abatement of interest unnecessary.

SUGGESTED MOTION: *I move to void abatements for Abatement #2013-062 and #2013-063, previously approved on March 4, 2014.*

NEW BUSINESS

Summer recreation rates and regulations. The Board is asked to authorize a \$5.00 increase in rates for Recreation Department swim program for summer 2014

***SUGGESTED MOTION:** I move to authorize an increase of \$5.00 for all summer recreation swim programs, effective immediately.*

The Board should also be aware that the legislature passed new law (RSA 485-A:24, II) requiring enhanced background checks for camps and recreation programs. The law is to be handled by the NHDES and rulemaking is still in process.

According to guidance from NH Municipal Association counsel, our programs, which fit the definition of “youth skill camp”, the new law requires the Town to do two things: (1) “maintain an appropriate policy regarding background checks for . . . employees and volunteers who may be left alone with any child or children,” and (2) certify to DES that none of the employees or volunteers have a criminal conviction for causing or threatening direct physical injury to any individual or causing or threatening harm of any nature to any child or children. There is no licensing requirement per se; the operator of the camp merely has to follow an appropriate background check policy and provide an annual certification to DES.

The proposed rules state that the background check must include a criminal background check in each state of residence of the employee or volunteer, and a check of the national sex offender registry.

Long story short, the Town will have to adopt a background check policy, and conduct background checks annually for all recreation employees. This will cost approximately \$500 per year.

Non-public session(s) per RSA 91-A:3II(a), Personnel matters. The Board is asked to consider a personnel matter.

OTHER BUSINESS

General discussion of Carpenter Home matters. Carpenter Home Administrator Dawn Rice will update the Board on Carpenter Home matters.

General discussion of Health Officer matters. Health Officer BethAnne Tatro will update the Board on Health Officer matters.

CONSENT AGENDA

- Signature and submission of plan for acquisition and sale of property related to Safford Drive Extension Project to Planning Board and Conservation Commission for review and recommendation per RSA 41:14-a.
- Certification of Yield taxes Assessed and Yield Tax Levy, Wayne Young, Map 69, Lot(s) 1 & 2 – \$67.69

- Certification of Yield taxes Assessed and Yield Tax Levy, John Blake, Map 11, Lot(s) 6 – \$1,723.16
- Notice of Intent to Excavate. Cold River Materials, Map 5, Lot 3
- Notice of Intent to Excavate. Cold River Materials, Map 5, Lot 4
- Notice of Intent to Excavate. Cold River Materials, Map 24, Lot 2-2
- Notice of Intent to Excavate. Cold River Materials, Map 32, Lot 7
- Notice of Intent to Excavate. Cold River Materials, Map 35, Lot 1
- Notice of Intent to Excavate. Mitchell Sand & Gravel, Map 86, Lot 1
- Gravel Tax Levy – \$540.76
- Personnel Action Report(s).

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