

Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – March 8, 2016
Christian Life Fellowship Church, Whitcomb Road, Swanzey, NH

CALL TO ORDER

The meeting was called to order by Chair Deborah J. Davis at 6:45 p.m. Present were Deborah J. Davis, Kenneth P. Colby, Jr., and W. William Hutwelker III. Also present was Town Administrator Michael Branley.

OTHERS PRESENT

MINUTES

- The regular meeting Minutes of February 29, 2016 were considered. There was a **motion** by Colby to approve the regular Minutes of February 29, 2016. The motion was seconded by Hutwelker with no further discussion. All were in favor. ***Motion passed.***
- The non-public Minutes #1 for February 29, 2016 were considered. There was a **motion** by Colby to approve the non-public Minutes #1 for February 29, 2016. The motion was seconded by Colby with no further discussion. All were in favor. ***Motion passed.***
- The non-public Minutes #2 for February 29, 2016 were considered. There was a **motion** by Colby to approve the non-public Minutes #2 for February 29, 2016. The motion was seconded by Colby with no further discussion. All were in favor. ***Motion passed.***
- The non-public Minutes #3 for February 29, 2016 were considered. There was a **motion** by Colby to approve the non-public Minutes #3 for February 29, 2016. The motion was seconded by Colby with no further discussion. All were in favor. ***Motion passed.***
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CONSENT AGENDA

Motion was made by Colby to approve the Consent Agenda. There was a second by Hutwelker. There was no further discussion. All were in favor. ***Motion passed.***

- Payroll Manifest
- Payables Manifest
- Employment Agreement with Judy Bohannon – Carpenter Home Administrator
- Personnel Action Reports (PARs)

NEW BUSINESS

The Board discussed Karen Elliott's proposal to offer to serve as a consultant to help train the new Town Clerk. The Board agreed not to pursue this option.

Motion to accept Elliott's resignation as Deputy Town Clerk effective 3/31 was made by Colby, second by Hutwelker. No further discussion. All were in favor. ***Motion passed.***

The Board again considered the proposal from MRI to assist in the Town Clerk's Office. The Board directed Branley to attempt to find another firm that could offer a similar service so the Board had something to compare to MRI's proposal.

TOWN ELECTION DUTIES

Board members oversaw the counting of ballots and signed the labels sealing ballots.

ADJOURNMENT

Motion to adjourn was made by Colby, second by Hutwelker. No further discussion. All were in favor. ***Motion passed.*** Adjournment occurred at 8:00 p.m.

Respectfully Submitted,

Michael Branley, Town Administrator