

Selectmen's Meeting – November 1, 2011

Present were Selectmen Bruce L. Tatro, Deborah J. Davis and Nancy L. Carlson. Also present was Town Administrator Elizabeth A. Fox.

Chairman Tatro called the meeting to order at 6:15 p.m.

Financial Matters. Selectmen reviewed and approved accounts payable and payroll manifests.

Time Warner Price Increases. Notice received advising of pricing increases scheduled by Time Warner was shared with Selectmen.

FEMA #3333-EM-NH, Hurricane Irene. Notice that the town has been approved for \$5,176.25 in funding from FEMA (75% of approved eligible costs) has been received. Selectmen concurred with staff's recommendation to schedule a public hearing to accept testimony regarding accepting and expending pursuant to RSA 31:95-b.

Schedule Town Meeting 2012 and the Presidential Primary. With setting of the primary date still pending, members were advised to bring their calendars to the Saturday budget workshop session.

Sewer Commission – Keene Wastewater Treatment Plant Upgrade. Selectmen met with Sewer Commissioners Glenn Page, Larry Crowder and William Snyder and Administrative Aide Sandi Page. Costs identified in the City of Keene CIP related to the Wastewater Treatment Plant were reviewed. NHDES has authorized funding through the State Revolving Loan Fund of up to \$855,000 with principal forgiveness of 12.5% for Swanzey share (4.7% of upgrade and other capital costs included in the CIP). Commissioners propose presentation to voters of a warrant article seeking support for up to \$855,000 aimed at funding Swanzey's share of the plant upgrade and disinfection upgrade (scheduled for bid next year) as well as the other projects identified in the CIP through 2017 (Attachment #1). Doing so would secure funding through the state revolving loan fund for these other scheduled projects. Engineering consultants advise that the state program will allow the loan to stay open acting like a line of credit for improvement projects for up to 10 years with a low interest rate of 1% paid on amounts drawn. Contract volume limits under the town's sewer agreement and the interim water agreement between the North Swanzey Water & Fire Precinct and the City were reviewed. A public hearing for any proposed bond issue will be required and be scheduled in conjunction with the town's budget hearing.

Budget 2012 Carpenter Home Special Revenue Fund. Selectmen met with home administrator Dawn Rice reviewing proposed budget 2012 revenues and expenses. Rice reported that moves to improve energy efficiency have resulted in savings in electrical line items. Other operating expenses were reviewed. Payroll accounts may need some additional attention after analysis of staffing patterns this year as part time payroll is running ahead of budget projections. Capital projects and facility improvement projects were also discussed. Selectmen agreed to visit the home on Saturday prior to their scheduled workshop session to take a look at the area proposed for the additional room, the porch area giving consideration to planned window replacement and the small private room recently renovated. Use of the funds received in memory of Bob Beauregard was discussed with Rice advising she would propose construction of a pavilion area for residents on the lawn near the flag pole. She would like to include in the pavilion's construction an art feature representing the region. Pricing on options will be developed for future discussion. At a meeting following their visit to the home Saturday, Selectmen will consider establishment of rates for 2012.

Site Plan Approval and Landscaping Security – Sevene, Tax Map 57 Lot 118. Selectmen considered correspondence received from Mr. Sevene November 1, 2011 advising that he had been unable to pick up the letter sent by Selectmen dated 10/4 due to illness. Mr. Sevene’s letter of November 1, 2011 requested deposit funds be returned and included a check in the amount of \$300. Selectmen agreed to defer execution of memo prepared advising the town treasurer of the board’s 10/25/2011 to transfer the funds held to the general fund to be applied to the outstanding civil penalty. They requested Fox review records regarding legal costs incurred by the town related to the judgment and report to the board prior to consideration of Mr. Sevene’s November 1, 2011 correspondence.

Non-public session – RSA 91-A:3IIa. Selectmen voted unanimously to go into non-public session at 8:15 p.m. Selectmen came out of non-public session at 8:40 p.m.

Non-public session RSA 91-A:3IIb, Recruitment. Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIb at 8:41 p.m. Selectmen came out of non-public session at 8:57 p.m. voting to seal minutes of the session indefinitely.

Consent Agenda. Selectmen approved the following consent agenda items:

- DRA Equalization Survey, October 1, 2010 to September 30, 2011
- Holiday Differential Days – Carpenter Home 2012 – Attachment #2.
- PTO/Holidays – Recycling Center 2012 – Attachment #3.

Surplus Equipment – Fire Department. Town Administrator Fox relayed, at the request of Chief Skantze, notification to the board that the 1980 Chevrolet Pick up and 1972 International Reel Truck (both at Station 2) had been declared surplus by the Department and could be disposed of by the Board utilizing whatever process they determined to be in the best interest of the town.

Consideration of Minutes of October 25, 2011. Selectmen approved as written the minutes of their meeting of October 25, 2011.

Submitted by,

Elizabeth A. Fox
Town Administrator