

Selectmen's Meeting – September 27, 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 6:10 p.m.

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

“Meet the Principal” night at Town Hall – September 29th. Selectmen Carlson and Davis advised schedules precluded attendance. Selectman Tatro indicated he planned to attend.

Recycling Center. Selectmen were advised that the Recycling Center would be closed to the public on October 12th to allow staff to participate in required training.

Viewpoint CDBG Feasibility Study Grant. Action by Governor & Council approving the grant contract was noted. Staff advised they had been fielding queries from engineers in response to the RFQ issued.

Payment arrangement, B. Landry. Selectmen acknowledge correspondence from the taxpayer in regarding her payment arrangement viewing a print out detailing payment history.

Rules of Procedure – Board of Selectmen. Selectmen reviewed an updated draft – Attachment #1 - requesting sections be included on electronic communication as well as an agenda request form authorizing staff to incorporate and schedule a public hearing for the revised copy.

Department of Public Works. Selectmen met with DPW Director Lee Dunham who advised that the Eaton Road and Railroad Street project (that had occupied personnel for the past few months) was nearing completion. Cold mix application on Whitcomb Road is also now complete too. Several driveways on each road still require follow up by department personnel. Selectmen advised they were receiving a lot of negative feedback regarding the condition of Homestead Ave and that assessment of resources to determine if funds were available to make some “band aid” repairs to get the road through the winter was requested. Paving priorities in 2012 and the need to include the second section of Old Richmond Road as well as Homestead Ave in the work plan was discussed. Dunham advised he was working to develop a tool to assist in organizing work pending. Concern expressed about low shoulders resulting from paving work on Eaton and Railroad Streets was discussed. Selectmen reviewed a specification for heat system replacement at Town Hall/Fire Station 2 authorizing Dunham to procedure to issue the RFP with the addition of programmable thermostats through the facility.

Emergency Management. Selectmen met with EMD Bruce Bohannon authorizing purchase of a new portable radio to replace the XTS 3000 which is no longer serviceable. The old radio (XTS 3000) will be kept in service for public safety departments until it fails. Cost of the radio with programming shall not exceed \$2,356.69 and will be funded through the operating budget for EM. The radio is used when working out in the field or if responding to another community. He advised that facility review with Army Corps representatives conducting a power assessment of the town's critical facilities was scheduled for later in the week.

Fire Department. Fire Chief Skantze met with Selectmen providing information in follow up to discussions on 9/13/2011. He provided members with a proposed “Apparatus Consolidation Plan – October 2011” and capital improvements plan 2010 to 2029 – Attachment #2. He advised the

plan projected elimination of rescues with that equipment being included on department engines. Ambulance upgrades would be scheduled every 5 years with each unit being kept in service 10 years. He also provided members with quotes from various vendors for new and used SUVs to serve as a medical response vehicle for Station 2 – Attachment #3. Skantze advised SCBA air pack testing had been completed and 2 of the units had failed and were being taken out of service permanently. He advised details regarding the SCBA replacement and rotation plan should be discussed with Deputy Chief Sanchez. Recommendations to Selectmen on other department purchases were still being developed and under discussion by the FDCIP Committee. No action is requested on the pending SCBA purchase order proposing replacement of 5 units. Station 3 (west) renovations are also continuing with completion anticipated in 2 or 3 weeks. An open house at the Station 3 will be held the end of October. Skantze advised he would be out on 9/28 attending a funeral. Deputy Chief Sanchez was scheduled to be in town and fire department personnel would be on duty at the airport for the landing of the World War II planes. Tatro queried if the department had established a dive team? Skantze advised that the department's water rescue response was in bad shape and a dive team component is being developed as part of the town's water rescue response. With no regional dive team to respond (closest team is in Brattleboro since Meadowood disbanded) he has been working to find other communities to partner with to provide a team. Marlborough FD has agreed to put on 3 members of the Meadowood team and Swanzey's department has 5 members. Skantze advised he has been working to develop policies and procedures for the team to operate in accordance with NFPA (which he would provide to Selectmen) and water and ice rescue training is planned for later in the year or over the winter. Skantze advised that he was not looking to take on the role of dive team for the region but developing within Swanzey capacity for that response makes it likely that the town will provide that service on a mutual aid basis for the region. SWNH Fire Mutual Aid and its budget process were discussed. Dispatching services provided for emergency services in our area and others were reviewed. Skantze advised he would wait to hear from Selectmen regarding how they wish to proceed with the Apparatus Consolidation/CIP 2010-2029 – Attachment #2.

MS – 1, Utilities & Fairpoint. Selectmen voted to accept values recommended by Sancoucy for 2011 utilities and telecommunications poles and conduits now taxable under state law- Attachment #4. Overlay requirements for 2011 were set at \$85,000. MS 1 for 2011 was executed by members – Attachment #5. It was noted overall assessed value had increased \$4,521,263 since 2010.

Schedule – Town Meeting 2012. Selectmen adopted a schedule for development of the recommended Town Budget and Warrant 2012 based on the current published presidential primary date of 2/14/2011 – Attachment #6. *Note: adjustment to the schedule may be required if primary date is altered.*

Properties with tax liens eligible for deeding. Selectmen reviewed a payment arrangement proposed by Millwood authorizing development of an agreement.

Request for reconsideration of Current Use application – M. Beckwith. Selectmen voted to reconsider the application submitted by Beckwith for Tax Map 71 Lot 17 approving placement of additional lands in current use resulting in .3 acres (surrounding a shed) excluded subject to payment of the required recording fee.

ACH/Federal Wire Transfer of tax payments made on behalf of aggregated taxpayers by financial institutions. Selectmen authorized acceptance of electronic payments made by

financial institutions on behalf of aggregated tax payers subject to policies and procedures established by staff and the treasurer.

Non-acceptance of Deeds – Cambridge Farm and Cheshire Oil. Selectmen executed deeds noting the town's non-acceptance of small parcels associated with the Route 10 upgrade project improving the intersections of Route 10 and Base Hill Road and establishing a 4 way intersection for Route 10/Ash Hill Road and Whittamore Farm Road deeded to the town in error. These parcels should have been conveyed to the state and corrective deeds will be recorded – Attachment # 7.

Request from Students to rub gravestones – Mt. Caesar Cemetery. Selectmen declined to approve a request from a teacher at Monadnock Middle School to allow 10 Students in the next 10 days to do rubbing of gravestones at Mt. Caesar Cemetery. Concerns about preservation of historical grave markers and whether the rubbing process could be detrimental were expressed by members.

Connecticut River Sportsmen's Club. Selectman Davis advised she had been contacted by Chuck Munson on behalf of the club and advised that they have re-opened and that NHDES concerns have been satisfied.

October/November meeting calendar. Selectmen reviewed calendars for each month setting upcoming meeting dates. It was noted that the business meeting set for 10/11 will be abbreviated to allow attendance at the NHDOT meeting concerning the intersection of Route 12, Swanzey Factory Road and Lake Street.

Consent Agenda. Selectmen approved and executed the following consent agenda item:

- Correspondence to M. Nolin re: payment arrangement.

Minutes of Previous Meeting – September 13, 2011. Selectmen reviewed and approved the minutes of their meeting of September 13, 2011 (public and non-public portions) as written.

Meeting adjourned at 8:55 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator