Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – June 16, 2026
Town Hall – Lower-Level Conference Room
Swanzey, NH

CALL TO ORDER
The meeting was called to order by Chair James Tempesta at 9:05am at Town Hall, Swanzey, NH. Other members present were Selectmen Mark LaBelle, W William Hutwelker, James Ward (and Alan Gross who arrived at 10:10am).

OTHERS PRESENT
DPW Director Joe DiRusso and HR Coordinator Meagen Kerris

NEW BUSINESS
Discussion with Joe DiRusso regarding bids for the Town Hall stair/lift shaft project. GDS's quote came in at $175,130. The timing would be 4 weeks of prep work and 12 weeks of project work until complete. DiRusso will check in with Chris Levy, Code Enforcement Officer, for permits.

Jay Ward moved to accept the bid and authorize Joe DiRusso to sign the contract on behalf of the Town, Mark LaBelle seconded the motion; Those voting for the motion were Alan Gross, Jay Ward, and Jim Tempesta. Bill Hutwelker abstained. The motion passed 4-0-1.

The Board discussed the donation of office furniture from an office sale in Keene. Tempesta and DiRusso discussed having DPW to help move the furniture.

The Board then discussed extending the rear Town Hall parking lot to accommodate school function parking. DiRusso is discussing this with the school.

Gross commented to DiRusso that the Thompson Bridge park looks a lot better.

Chair Tempesta brought up for discussion who will work on the agenda for Selectmen's meetings until a new Town Administrator is in place. Jay will work with Katie to make sure everything is in place. Jimmy discussed the Board making notes at the end of every meeting of what should be on the agenda for the following meeting.

There was a discussion of the process for Town Administrator hiring. Meagen will post the job to the MA and VT municipal sites.

The Town Administrator Hiring Committee will consist of: Francis Faulker, Meagen Kerris, Michael Branley, Sarah Brothers, and Cathy Bergstrom. They will meet on June 18th to discuss candidates.

The Board discussed the Town Hall after Lori leaves; keeping order and a point of contact from the Board for everyone and possibly setting office hours each day.

There was a discussion of phone systems across different departments.

The Board discussed the review and motion of the ambulance contract that will be discussed at the Board of Selectmen meeting on June 17th.

Non-public session(s) per RSA 91-A:3, II (b) Hiring of a Public Employee
A motion was made by Mark LaBelle to enter a nonpublic session pursuant to RSA 91-A:3, II (b) which was seconded by Jay Ward. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 10am. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present was HR Coordinator Meagen Kerris.

A motion was made by Mark LaBelle to come out of the non-public session, seconded by Jay Ward. All were in favor by Roll Call and the motion passed. The non-public session ended at 10:35am.

A motion was made by Mark LaBelle to seal the minutes because divulgence of the information likely would affect adversely the reputation of a person other than a member of this Board; Jay Ward seconded the motion, and it passed 5-0.

The Board discussed office needs for the Finance Director including a desk, computer, and phone. Bill asked Meagen to get the computer and phone ordered.

ADJOURNMENT
A motion was made by Mark LaBelle to adjourn the meeting; Jay Ward seconded the motion, and it passed 5-0.

Adjournment occurred at 11:50am.

Respectfully Submitted,

Meagen Kerris
HR Coordinator

Approved on July 1, 2026