Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – June 24, 2026
Town Hall – Lower-Level Conference Room – Swanzey NH

CALL TO ORDER

The meeting was called to order by Chair James Tempesta at 5:18pm at Town Hall, Swanzey, NH. Other members present were Selectmen W William Hutwelker, and James Ward. Also present was Recording Secretary Susan Ells and Assistant Fire Chief Mick Sanchez.

CONSENT AGENDA

A. Payroll Manifest
B. Accounts Payable Manifest
C. Special Event Permit – Bands at the Bowl Summer Concert Series – July 10, 17, 24, 31 August 7, 14 2026

A motion was made by Bill Hutwelker to approve the Consent Agenda. Jay Ward seconded the motion, and it passed 3-0.

APPOINTMENTS

Assistant Fire Chief Mick Sanchez supplied the investigation report of the Forest Protection Bureau Case # FL-26-038 for the Board to review; there was no information not already disclosed to the Board.

The Board discussed the delay in the delivery of the generator for the new fire station and the contingency plans for getting the garage doors open so the department could still respond to emergencies in the event of a power outage.

Non-public session(s) per RSA 91-A:3, II (b) Hiring of a Public Employee

A motion was made by Jay Ward to enter a nonpublic session pursuant to RSA 91-A:3, II (b) which was seconded by Bill Hutwelker. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 5:36pm. Present was James Tempesta, W. William Hutwelker III, and James Ward. Also present was Recording Secretary Susan Ells and Laura LaBounty.

A motion was made by Jay Ward to come out of the non-public session, seconded by Bill Hutwelker. All were in favor by Roll Call and the motion passed. The non-public session ended at 6:03pm.

A motion was made by Jay Ward 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; Bill Hutwelker seconded the motion, and it passed 3-0.

PUBLIC INPUT

None

APPOINTMENTS

Scott Self, Chair, Wastewater Committee and DPW Director Joe DiRusso – W. Swanzey Wastewater Committee Update

Scott Self explained that the committee voted that Joe DiRusso request authorization to sign the contract with Underwood Engineering for the design phase of the septic line project from West Swanzey to Keene that is currently being explored. The project will result in a recommendation for the route and will provide an estimate for the cost of the project.

Jay Ward made a motion to authorize Joe DiRusso to sign the agreement for the next phase of the West Swanzey Engineering design project with Underwood Engineers at the cost of $104,100, using funds from the West Swanzey Wastewater Capital Reserve fund, subject to review by the town attorney. Bill Hutwelker seconded the motion; all were in favor and the motion passed.

Bill Hutwelker shared that Ben Dryer from Underwood Engineers would like to meet with the Wastewater Committee regarding the Town purchasing the West Swanzey Water Company.

Joe DiRusso then discussed that the main generator has not been delivered yet at the new fire station, but there is a portable generator to open the garage doors in the event of a power outage; a manual transfer switch will need to be installed for this purpose. The code enforcement officer inspected the building and will provide the Certificate of Occupancy. The department will be able to move into the new station next week.

Construction will start on July 6 on the stair/lift shaft project at the old fire station below the Town Hall.

The group discussed the use of the Grange Hall; Bill reviewed the engineer's report with the town attorney who recommended that the Town close the hall due to liability issues.

Non-public session(s) per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of a person
A motion was made by Jay Ward to enter a non-public session pursuant to RSA 91-A:3, II (c) which was seconded by Bill Hutwelker. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:30pm. Present were James Tempesta, W. William Hutwelker III, and James Ward. Also present were Recording Secretary Susan Ells, Scott Self and Joe DiRusso.

A motion was made by Jay Ward to come out of the non-public session, seconded by Bill Hutwelker. All were in favor by Roll Call and the motion passed. The non-public session ended at 6:41pm.

Non-public session(s) per RSA 91-A:3, II (b) Hiring of a Public Employee
A motion was made by Jay Ward to enter a nonpublic session pursuant to RSA 91-A:3, II (b) which was seconded by Bill Hutwelker. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:46pm. Present were James Tempesta, W. William Hutwelker III, and James Ward. Also present were Recording Secretary Susan Ells and Cathy Bergstrom. Mark LaBelle joined at 7:14pm.

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 7:21pm.

NEW BUSINESS
The Police Department will be short-handed through the summer due to scheduled vacations; the Board discussed using the State Police and the Sheriff's Department for coverage during this period. The State Police provided a contract for Chair Tempesta to sign. The cost is expected to be covered by the Police Department budget.

Non-public session(s) per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of a person
A motion was made by Mark LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (c) 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 7:34pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Recording Secretary Susan Ells.

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 7:46pm.

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 4-0.

Non-public session(s) per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of a person
A motion was made by Mark LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (c) 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 7:47pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Recording Secretary Susan Ells.

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 8:06pm.

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 4-0.

Non-public session(s) per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of a person
A motion was made by Mark LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (c) 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 8:07pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Recording Secretary Susan Ells.

Mark LaBelle left the meeting at 8:24pm.

A motion was made by Jay Ward to come out of the non-public session, seconded by Bill Hutwelker. All were in favor by Roll Call and the motion passed. The non-public session ended at 8:34pm.

A motion was made by Jay Ward 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; Bill Hutwelker seconded the motion, and it passed 3-0.

ADJOURNMENT
A motion was made by Bill Hutwelker to adjourn the meeting; Jim Tempesta seconded the motion, and it passed 3-0. Adjournment occurred at 8:36pm.

Respectfully Submitted,

Susan Ells, Recording Secretary
Approved on July 22, 2026