TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

Board of Selectmen Meeting Agenda

Whitcomb Hall, 17 Main Street

July 22, 2026

1. Call to Order – 4:30
   https://www.youtube.com/@townofswanzey7377/streams - For live streaming

2. Appointments
   A. Rick Robichuad – Whitcomb Hall

3. Pledge of Allegiance

4. Consideration of Meeting Minutes
   A. Regular Meeting: June 24, 2026, July 8, 2026, July 15, 2026, July 17, 2026
   B. Nonpublic Session(s): June 24, 2026, Sessions 1,2,3,4,5&6, July 8,2026 , July 15, 2026 Sessions 1,2,3,4,5&6 , July 17, 2026 Sessions 1,2,3&4

5. Consent Agenda
   A. Payroll Manifest
   B. Accounts Payable Manifest
   C. Raffle Permit- Connecticut River Sportsman Club
   D. Raffle Permit- Northern Lights

6. Public Input

7. Appointments
   A. Chief Gonsalves – Part Time Officer Compensation
   B. Scott Self

8. Consideration of New Business
   A. Assessing- Tax Abatement
      i. UTL-2-0-0-0
   B. Consideration of Acceptance of Donated Baler Machine from Nanotech for the Recycling Center.

9. Consideration of Old Business

10. Administrative Update

11. Any Other Business

12. Correspondence

13. Public Input

14. Non-public session pursuant to RSA 91-A:3 II as needed

15. Adjournment

Agenda items and times are tentative and subject to change – they are provided for informational purposes only

Agenda items and times are tentative and subject to change – they are provided for informational purposes only

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

Board of Selectmen Meeting Agenda

Whitcomb Hall, 17 Main Street

July 22, 2026

1. Call to Order – 4:30
   https://www.youtube.com/@townofswanzey7377/streams - For live streaming

2. Appointments
   A. Rick Robichuad – Whitcomb Hall

3. Pledge of Allegiance

4. Consideration of Meeting Minutes
   A. Regular Meeting: June 24, 2026, July 8, 2026, July 15, 2026, July 17, 2026
   B. Nonpublic Session(s): June 24, 2026, Sessions 1,2,3,4,5&6, July 8,2026 , July 15, 2026 Sessions 1,2,3,4,5&6 , July 17, 2026 Sessions 1,2,3&4

5. Consent Agenda
   A. Payroll Manifest
   B. Accounts Payable Manifest
   C. Raffle Permit- Connecticut River Sportsman Club
   D. Raffle Permit- Northern Lights

6. Public Input

7. Appointments
   A. Chief Gonsalves – Part Time Officer Compensation
   B. Scott Self

8. Consideration of New Business
   A. Assessing- Tax Abatement
      i. UTL-2-0-0-0

SUGGESTED MOTION: I move to approve the Abatement for UTL-2-0-0-0 as recommended by the Town's contracted assessor, Bernaiche Consultants.

   B. Consideration of Acceptance of Donated Baler Machine from Nanotech for the Recycling Center.

SUGGESTED MOTION: I move to accept the donation of a baler machine from Nanotech for the Town of Swanzey Recycling Center.

9. Consideration of Old Business

10. Administrative Update

11. Any Other Business

12. Correspondence

13. Public Input

14. Non-public session pursuant to RSA 91-A:3 II as needed

15. Adjournment

Agenda items and times are tentative and subject to change – they are provided for informational purposes only

UPCOMING AGENDA ITEMS AND MEETINGS

July 22	Board of Selectmen Meeting
July 29	Board of Selectmen Meeting
August 12	Board of Selectmen Meeting
August 26	Board of Selectmen Meeting
September 9	Board of Selectmen Meeting
September 23	Board of Selectmen Meeting
October 7	Board of Selectmen Meeting
October 21	Board of Selectmen Meeting

CURRENT EMPLOYMENT OPPORTUNITIES:

- Finance Director – Full-time position End Date: Open until filled.
- Town Administrator – Full-time position End Date: Open until filled.
- Detective - Full time and/or Part time Posting Date: Nov 12, 2019, 03:08 PM End Date: Open until filled
- Police Officers o Posting Date: Dec 30, 2024, 03:08 PM End Date: Open until filled
- On-Call Firefighters and EMTs positions Posting Date: 03-04-2025 End Date: Open until filled

PENDING BOARD MATTERS / PROJECTS

Online Building Permit and Code Enforcement software – We are LIVE! The Building Inspector will hold a training session for applicants to learn the new process of online permitting – TBA shortly! Here is a link to apply for permits online! https://app.govoutreach.com/swanzeytownnh/public/permits/

- Re-design of Town Website – Currently in the MIGRATION stage and is scheduled to go live August 1,2026.
- **Fire Station 2 Project:** The project is close to completion with an expected "move in" date of early July.
- **Swanzey Lake Dam** – Engineering design work is underway and will continue throughout the summer months.
- **Christian Hill Road Bridge Replacement** – Work is pending due to NEPA review which was completed in December. Design work has been progressing well but slowly. Current hold up is with the Division of Historical Resources regarding historic mitigation. Hoyle Tanner has provided a scope of work and cost for design, which will be 100% funded by NHDOT as a mitigation project. The

construction is scheduled to go out early 2027 with construction to begin 2027.

- **NHDOT Rt. 32 Bridge** over Martin Brook and Dry Hydrant – Progress is slow, continuing to work with DOT and DuBois & King. Bidding for construction is now scheduled to go out in 2027, construction likely in late 2027.
- **Wastewater Treatment Plant Study** – The recent engineering study identified significant deficiencies at the existing wastewater treatment facility and concluded that the Town must either build new plant or connect to the City of Keene Wastewater Treatment Plant. After review, the Town's Water and Wastewater Advisory Committee recommended decommissioning the current West Swanzey facility and conveying wastewater to Keene as the most cost-effective long-term solution that would also support future growth and reduce operational costs. The Select Board unanimously approved moving forward with this plan. The Committee also found that the current billing structure is outdated and that rate adjustments are necessary to address rising operating expenses, future infrastructure needs, and ensure a more equitable system for users.

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

Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.

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

DRAFT

Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – July 8, 2026
Town Hall - Swanzey, NH

Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.

CALL TO ORDER

The meeting was called to order by Chair James Tempesta at 4pm. at Town Hall, Swanzey, NH. Selectmen W. William Hutwelker, Mark Labelle, James Ward and Alan Gross. Also present was Cathy Bergstrom.

A motion was made by Mark LaBelle to enter a non-public 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 4:01 pm and returned to the public meeting at 4:27 pm.

The Board discussed the status of the Finance Director Search and decided to have the application materials of all the candidates who did not make the final interview stage in the previous search process sent to Cathy Bergstrom to share with her committee.

The Board discussed the two proposals submitted for town phones and agreed to view a presentation from one vendor while more information is gathered about the proposals.

Barbara Skuly entered the meeting, and the Board asked her to explain what she is trying to do related to the solar array at the West Swanzey Wastewater facility. Barbara explained that she is trying to determine the amount of benefit the town is receiving both in terms of reduced electric bills from Eversource and the sale of Renewable Energy Credits (RECs). She is not certain that the town is set up to recieve benefit from REC and thinks we should reinitiate the process. The Board agreed that Joe DiRusso would request the appropriate documents, Jimmy Tempesta would sign them and then they would be sent to Max Stewart, who will broker the sale of Swanzey RECs. There will be continued discussion of all this at the Energy Committee meeting on Monday, July 13.

The Board decided to meet privately with Rick Robichaud, Whitcomb Hall Caretaker, at 4:30 Wednesday, July 15, and to ask Katie Collins to join that meeting as well.

The Board discussed changes needed to a letter being sent to an employee, the need for Monthly reports from Department Heads beginning August 1 and staffing in the Town Clerk's Office.

The Board received an update on conditions at a property on Hale Hill Road and the various means available to address concerns. Chair Tempesta will work with Code Enforcement and Health to reach a solution.

Chair Tempesta will investigate the reasons for delays in the occupancy of the new Fire Station.

A motion was made by Labelle to Adjourn, seconded by Ward. All were in favor and the meeting adjourned at 5:41 pm.

Respectfully submitted.

James Ward, Board Secretary

Approved on

DRAFT

Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – July 15, 2026
Whitcomb Hall
17 Main Street, Swanzey, NH

Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.

CALL TO ORDER

The meeting was called to order by Chair James Tempesta at 5:31pm at Whitcomb Hall, Main Street, Swanzey, NH. Other members present were Selectmen Mark LaBelle, W William Hutwelker, James Ward and Alan Gross. Also present was Recording Secretary Susan Ells.

OTHERS PRESENT

Kai Kraemer with FACT TV, Police Chief Joseph Gonsalves, Sgt Kevin Clark, Sgt Nicholas Paquin, Officer Colby Zilinski, Tara Tinker-Burt, Tom Burt, Bob, Jen and Bryanna Allison, Joe DiRusso, Anna Zilinski, Ann Heffernon, Sheila Heffernon, Richard Whitney, Chris Weeks, Kristy Rose, Allyce Romanuk, and Lisa Mango

BOARD OF SELECTMENT RECOGNITIONS

1. Board of Selectmen – Recognition of Bryanna Allison

On behalf of the Town of Swanzey and the Board of Selectmen, Mark LaBelle presented a certificate of recognition to Bryanna for her outstanding achievements in Special Olympics; he also presented Bryanna with a bouquet of flowers.

2. Board of Selectmen – Recognition of Tara Tinker-Burt

On behalf of the Town of Swanzey and the Board of Selectmen, Mark LaBelle presented a certificate of recognition to Tara Tinker-Burt for her exceptional courage in assisting in an emergency without hesitation, showing courage, service and integrity.

MINUTES

The regular meeting minutes of June 30, 2026, July 1, 2026, July 7, 2026 and July 10, 2026 were considered. A motion was made by Mark LaBelle to approve the minutes as presented. Jay Ward seconded the motion, and it passed 5-0.

The non-public session minutes of June 30, 2026, Session 1, 2 & 3, July 1, 2026, Session 1 & 2, and July 10, 2026 were considered. A motion was made by Mark LaBelle to approve the minutes as presented. Jay Ward seconded the motion, and it passed 5-0.

CONSENT AGENDA

A. Payroll Manifest
B. Accounts Payable Manifest
C. Junkyard License- Buffum Auto Parts
D. Special event Permit- Monadnock Moonlight Cross Country Meet
E. Raffle Permit- Swanzey PTO
F. Raffle Permit- Cheshire Fair
G. Intent to Cut- M/232 L/39

H. Original Warrant Yield Tax Levy – M/233 L/9
I. Current Use Application – M/205 L/2

A motion was made by Mark LaBelle to approve the Consent Agenda. Jay Ward seconded the motion, and it passed 5-0.

APPOINTMENTS

A. Police Chief Gonsalves – Recognition of Officer Colby Zilinski

Police Chief Gonsalves awarded the honor of Police Chief Citation to Officer Colby Zilinski for responding to a drowning and displaying exceptional courage, professionalism and selflessness.

OLD BUSINESS

A. Review of Amended Lease Agreement Proposal – Honey Bee Hollow

This is a continuation of the previous conversation at the meeting on July 1, 2026 regarding the upcoming lease; Honey Bee Hollow had presented 3 options of leases to the Board.

The option they prefer is Option 1, which lower the rent and would place responsibility on the Town of the pest issue (woodchucks), repairing the holes in the foundation, replacing the toddler room double door, and the cost of the ongoing intermittent heating issues.

Joe DiRusso stated that he didn't want to use a trap due to potential danger to children and pets; he is using alternate methods to discourage the woodchucks and will seal up the foundation once the pests are out of the basement. The door will be replaced tomorrow. He said the heating issues are ongoing but seem to be different issues each time. Joe also said that Stephon Mehu is working on getting a grant for the weatherization and the floor issue.

The Board will have the Town Attorney review the proposed lease.

Bill Hutwelker noted that the current lease expires July 31 and has a condition that if the rent becomes month-to-month, the cost would be 2.5 times the current rent; he suggested that if the attorney is not able to review the revised lease in time, they would not assess that fee.

Mark LaBelle made a motion to approve Option 1 with the pest control on the outside of the building be the responsibility of the Town, and the interior pest control be the responsibility of Honey Bee Hollow, with the lease be commencing August 1 for one year; Jay Ward seconded the motion; all were in favor and the motion carried.

APPOINTMENTS

B. **Richard Whitney – Authorization to extend Rabbit Hollow Rd** –

DPW Director Joe DiRusso explained that Richard Whitney wants to subdivide his property on Rabbit Hollow Road; he needs some frontage on the road and wants to upgrade the Class 6 road to Class 5 up to 1000 feet based on what is needed for the sub-division; Joe is in support of this. The road needs more gravel which Richard will supply, and the DPW will grade it; it will include a turnaround for plow trucks and the DPW would maintain that section. The subdivision is on the Planning Board agenda for the 7/22 meeting.

Mark LaBelle made a motion to extend Rabbit Hollow Road up to 1000 feet to Class 5 status on Map 255 Lot 24; Jay Ward seconded the motion; all were in favor and the motion passed.

C. DPW Director Joe DiRusso – Covered Bridges Update

Joe DiRusso said the Thompson Bridge was hit again just after it was fixed and sustained minor damage; fortunately, this event was witnessed. The driver was stopped in Keene, and the identified company will pay for the repair. Cameras are in the process of being installed. He was informed that the bridge decking is beginning to pop up and needs to be replaced. He obtained a couple of quotes for replacing the white oak deck boards; GDS was the lower quote at $52,200; the other was Cold River Bridges at over $70K. This will be scheduled for late October or early November with GDS.

Joe went on to say he's been working on getting a price for flashing warning signs for the bridges; the package costs about $39K and he still needs an estimate to install them. His guess would be that it would be around $10K to install; the cameras are just under $5k; he is not sure if there is enough in the Capital fund or if some would be needed from his operating budget.

Joe also said that DPW has moved the signs closer to the intersections and will install high visibility green signs. He said he recently stopped a tractor trailer before crossing the bridge; the driver said he saw the sign, but his GPS instructed him to follow this route. This is a common issue with GPS technology. There was some discussion as to whether this could be corrected with companies such as Google Maps.

Mark LaBelle made a motion to approve spending up to $53K from the Covered Bridge Capital Reserve Fund to replace the decking on Thompson Bridge; Jay Ward seconded the motion and the motion carried.

Joe informed the Board that the fire alarm company was scheduled to perform the inspection today in the new fire station, but they did not show up. Now he is being told they can't be there until August 3; he is looking for other solutions and will keep the Board updated.

Lastly, Joe updated the Board on the current road projects and stated they are going well and likely under budget; DPW also did some work on the rail trail.

PUBLIC INPUT

None

NEW BUSINESS

A. Assessing- Abatement
    a. M/248 L/43/0/CGO/89

A motion was made by Mark LaBelle to approve the Assessing Abatement for Map 248 Lot 43 as recommended by the Town's contracted assessor, Bernaiche Consultants. Jay Ward seconded the motion, and it passed 5-0.

Bill provided a list of Town Hall employee vacations. He also stated that Gus Lorandeau has resigned from the Economic Development Advisory committee and Sly Karasinski volunteered to take that position.

Bill Hutwelker made a motion to reappoint the following to the Economic Development Advisory Committee:
Cathy Bergstrom through Town meeting of 2027
JR Coughlin through Town meeting of 2027
H Gregory Johnson through Town meeting of 2028
Jessica Sanchez through Town meeting of 2028

Hannah Maynard through Town meeting of 2027
Angelo DiBernardo through Town meeting of 2028
Sly Karasinski through Town meeting of 2029
Mark Scalera as alternate through Town meeting of 2027

Jay Ward seconded the motion; all were in favor and the motion passed.

ADMINISTRATIVE UPDATE

Jay received a memo from Mike Burke who is requesting a decision on ordering the fence and the blinds at the new fire station; the Board is not sure where the money is coming from because the Town Administrator resigned. More research is needed on this item.

The Board discussed the new phone system quotations.

Police Chief has asked for an increase in the wage for part time police officers; Chair Tempesta had suggested he come to the next meeting and provide more information at that time.

Jay was asked by the Finance Director what account should the charge for the note taker's wages for taking notes at the Water & Sewer committee meetings come from; it was decided it would come from the administrative budget.

Jay reported that Meagen has created a draft of the updated job description for the DPW Director; she inquired whether she should send a draft to Joe to review and make edits and the Board agreed.

CORRESPONDENCE

None

PUBLIC INPUT

None

NON-PUBLIC SESSIONS

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 6:25pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present was 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 6:28pm.

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.

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 6:28pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present was 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 6:36pm.

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 6:37pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present was 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 6:48pm.

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 6:49pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present was 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 7:01pm.

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.

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 7:02pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present were Town Administrator Lori Rautiola 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 7:07pm.

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 7:07pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present were Town Administrator Lori Rautiola 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 7:12pm.

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 7:14pm.

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on

DRAFT

Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – July 17, 2026
Town Hall - Swanzey, NH

Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.

CALL TO ORDER

The meeting was opened by Chair James Tempesta at 9:00 am. Present were board members James Tempesta, Mark LaBelle, W. William Hutwelker III, Alan Gross, and James Ward.

NON-PUBLIC SESSIONS

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 non-public 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 9:02 am.

A motion was made by Mark LaBelle to come out of the non-public session, seconded by Jay Ward. All were in favor and the motion passed. The non-public session ended at 9:45 am.

A motion was made by Mark LaBelle to seal the minutes, seconded by Jay Ward. All were in favor by roll call.

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 9:50 am.

A motion was made by Mark LaBelle to come out of the non-public session, seconded by Jay Ward. All were in favor and the motion passed. The non-public session ended at 10:31 am.

A motion was made by Mark LaBelle to seal the minutes, seconded by Jay Ward. All were in favor by roll call.

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 10:32 am.

A motion was made by Mark LaBelle to come out of the non-public session, seconded by Jay Ward. All were in favor and the motion passed. The non-public session ended at 10:40 am.

A motion was made by Mark LaBelle to seal the minutes, seconded by Jay Ward. All were in favor by roll call.

Back in public session, with Cathy Bergstrom present, the Board discussed the progress made to identify Finance candidates to Interview.

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 non-public 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 11:01 am.

A motion was made by Mark LaBelle to come out of the non-public session, seconded by Jay Ward. All were in favor and the motion passed. The non-public session ended at 11:43 am.

A motion was made by Mark LaBelle to seal the minutes, seconded by Jay Ward. All were in favor by roll call.

ADJOURNMENT
A motion was made by Mark LaBelle to adjourn, seconded by Jay Ward. All were in favor and the meeting adjourned at 11:45 am.

Respectfully Submitted,

James Ward, Board Secretary

Approved on

DRAFT

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

RAFFLE PERMIT
(RSA 287-A)

SYNOPSIS OF REQUIREMENTS OF RSA 287-A (RSA 287-A:1-11)

RSA 287-A allows raffles to be conducted by charitable, religious, educational charitable, civic, veteran and fraternal organizations, or political committee or party to promote the purposes for which they are organized. Tickets shall be sold only to persons 16 years of age or older. Tickets must have printed on their face the name of the organization, date, and place of the drawing, the prize(s) to be awarded, and the amount of the donation. Raffle Permits are required to be issued for raffles by the Selectmen of the Town where the drawing for the prize(s) will be held. Raffle tickets that are sold at an event lasting 12 hours or less do not need to obtain a raffle permit.

PERMIT# 20260.14

Name of Organization: Connecticut River Sportsmans Club
is hereby licensed and authorized to operate and/or conduct a raffle at

Location where drawing will be conducted: 125 Whitcomb Rd Swanzey NH
located in Swanzey, New Hampshire.

Name of contact person: Chuck Munson

Address: 270 Marcy Hill Rd. Swanzey NH 03446

Phone# 603 757 6161 Email: munsocc@gmail.com

Items(s) to be raffled (attach list if necessary): Drawing is for 15 Chances of a firearm or cash

This license is valid, permitting sales of tickets, for the following dates:

08/01/26 to 01/01/27

Date of raffle drawing: 01/01/27

Approved by: _____

_____

_____ Date: _____
Swanzey Selectmen

TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 352-6250
WWW.TOWN.SWANZEY.NH.US

RAFFLE PERMIT
(RSA 287-A)

SYNOPSIS OF REQUIREMENTS OF RSA 287-A (RSA 287-A:1-11)

RSA 287-A allows raffles to be conducted by charitable, religious, educational charitable, civic, veteran and fraternal organizations, or political committee or party to promote the purposes for which they are organized. Tickets hall be sold only to person 16 years of age or older. Tickets must have printed on their face the name of the organization, date, and place of the drawing, the prize(s) to be awarded and the amount of the donation. Permits are required to be issued for raffles by the Selectmen of the Town where the drawing for prize to be held. Raffle tickets that are sold at an event lasting 12 hours or less do not need to obtain a raffle permit.

PERMIT# 2026-15

Name of Oranization Northern Lights Allstars
(is hereby licensed and authorized to operate and/or conduct a raffle at)

Location where drawing will be conducted 17 Troy Hill Rd located in Swanzey, New Hampshire.

Name of contact person Tonya Hopkins Phone# 639035898

Address 9 Ridgeview Rd

Email hopkinst@msagroup.com

Items(s) to be raffled (attach list if necessary) 4 Patriot Tickets

This license is valid, permitting sales of tickets, for the following dates:

7/23/26 to 8/8/26

Date of raffle drawing: 8/9/26

Approved by: _____

_____

_____
Swanzey Selectmen

Date: _____