

Selectmen's Meeting – January 4, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth Fox.

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

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

Monadnock Regional School Board Vacancy. Selectmen reviewed correspondence from Superintendent Dassau advising of the resignation of a Swanzey representative from the board and requesting Selectmen make nominations for the position to serve until March 14th. This additional position will be included in those to be elected in March. Selectmen voted to post notice of the vacancy with responses indicating interest due by Monday, January 9th. Selectmen also decided to nominate to the school board all those candidates expressing interest since the school board is responsible for appointing a candidate to serve.

Proposed Town Budget 2006. Selectmen reviewed the budget prepared to date requesting staff make several additional modifications. Development of the default budget was discussed. Selectmen decided to meet on Monday to finalize budget proposals prior to the hearing set for 1/11.

Homestead Woolen Mill Dam. Selectmen discussed the dam, actions that could be included in the Town Meeting Warrant and the various cost options outlined in the engineering analysis completed in the late fall.

Town Meeting Warrant Articles. Selectmen reviewed drafts of several warrant articles making some modifications.

Meeting adjourned at 7:40 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – January 11, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth A. Fox.

Chairman Beauregard called to order the board's meeting at 6:10 p.m.

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

Proposed Budget 2006. Selectmen reviewed handouts of the proposed budget and default budget.

Draft Town Meeting 2006 Warrant. Selectmen reviewed and commented on draft warrant articles prepared to date. Selectmen discussed the fact that a repair number was still pending deciding for the purposes of tonight's budget hearing to move forward with the reconstruction cost included in the VHB report for a timber crib dam.

Zoning Board of Adjustment. Selectmen discussed the board's recent decision granting a special exception to allow for a 74 unit condo project and the sewer infrastructure associated with this project and California Brook Estates.

Public Hearing – Proposed 2006 Budget Hearing. Town Moderator Gus Lerandeanu called to order the public hearing on the proposed budget reading the notice provided. Everyone around the room introduced themselves. Chairman Beauregard started off the hearing with a review of the budget development process utilized by Selectmen who working with departments put together the budget presented tonight. This year's budget discussions need to begin on the last page of the handout with review of the revenues anticipated. The anticipated revenues, as well as the budget, are up. The tax impact resulting is estimated at 6% or a rate of \$ 3.60. Community growth pressures as well as its impact on town operations were discussed.

The proposed budget – Attachment #1 - was reviewed department by department with Selectmen and staff fielding questions from attendees. Changes to the operating budget due to new programs approved last year as well as leases approved or expiring were reviewed. Health insurance increases were discussed. Fuel and heating costs, which have climbed sharply, were also discussed.

Individual warrant article proposals including the additional police officer proposed in September of 2006 and a daytime fire coverage proposal were reviewed. Police and fire special duty and items in other public safety were reviewed.

DPW budgets were reviewed. Questions regarding fuel costs and whether additional department personnel may be required were raised. Increases in the department's road network and development of a long term road plan were discussed. Future plans due to the anticipated retirement of the sexton were reviewed.

Recycling Center and Sewer Department expenses were reviewed. Expansion of the system to include north impacts the sewer department budget and is offset by expected user fees.

Current census at the Carpenter Home and the anticipation that operating revenue will be sufficient to cover the proposed operating expenses and the staffing plan for 2006 were discussed.

The town's opportunity to consider preservation of the Homestead Woolen Mill Dam and the costs available to date to do so which only provide for complete reconstruction were reviewed. A draft warrant article including the cost for reconstruction was distributed – Attachment #2. The long term and short term issues associated with the dam as well as the long and short term costs and benefits were reviewed. DES has advised that this year's town meeting will provide the town with an opportunity to intervene if it chooses to preserve the dam. If the town is not interested in ownership, then initiation of the plans to remove the dam will be undertaken. If removed the Thompson Covered Bridge pier and abutments will require action in the short term to ensure their stability. If the dam remains then steps to stabilize the bridge underpinning will need to be undertaken within the next 10 years. Well impacts and liability were discussed. Concerns that the town had not taken sufficient steps to alert the public of the fact that the issue of the dam would be considered by voters were expressed. Concerns about methods of advertising and whether larger ads should be placed for town hearings were expressed. Mrs. Bauries requested the town advertise the deliberative session on page 3 of the local paper. Liability for damage to the bridge was discussed.

Daytime coverage and the question whether it should be a priority over fire station facility needs were raised. Numbers of calls within the town which have increased from 560 last year to 760 this year were reviewed. Approximately 500 of these were medical in nature. Daytime response problems associated with a "bedroom community" were discussed.

Capital reserve and expendable trust appropriations requested and plans for several road reclamation projects were reviewed – Attachment #3.

The default budget was distributed and reviewed with those present at the hearing – Attachment #4.

Town Moderator Gus Lerandau closed the public hearing at 9:30 p.m.

Selectmen reconvened their business meeting at 9:45 p.m. discussing options related to the dam and methods to better articulate the issues encompassed in the dam removal or preservation question. Once the board determines how it intends to move forward a campaign to communicate the results of any decision needs to be initiated.

Meeting adjourned at 10:05 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – January 18, 2006

Present were Selectmen Robert A. Beauregard, Francis W. Faulkner, Jr. and Deborah J. Davis. Also present was Town Administrator Elizabeth Fox.

Chairman Beauregard called the meeting to order at 6:05 p.m.

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

Information items. Information items including the School Board's action to appoint Kenneth P. Colby, Jr., a board member until the March election, discussions regarding regionalizing the RPA program and the monthly report of the fire chief were reviewed.

Fire Department. Selectmen were advised of a call received from a department member advising that some members had formed a committee to address members concerns and its chair wished to meet with Selectmen. Selectmen felt department personnel should work within the department's chain of command before meeting with the board requesting Fox contact recommending they need to work within the department initially.

Page Court. Selectmen reviewed a map and warrant article draft proposing discontinuance of a section of Page Court at the intersection of Route 32 when the new Safford Drive is complete.

Homestead Woolen Mill Dam. Section of the report containing reconstruction cost data and an estimate to repair the dam were reviewed by board members. Selectmen requested staff arrange a meeting with DES personnel to discuss repair of the dam versus reconstruction.

Draft Town Meeting Warrant. Selectmen reviewed and made modifications to the draft warrant prepared to date. Review with DRA and town counsel needs to be completed as well as finalization of several articles before the warrant for the 2006 Town Meeting can be finalized. The last day to post the warrant is January 30th.

Nominations. Selectmen discussed pending appointments posting notice of vacancies after Town Meeting 2006 on the Conservation Commission. The filing period for elected town officers begins next week.

MRSD Payment Schedule. Selectmen approved a payment schedule for the district for the balance of its fiscal year through June 2006 – Attachment #1.

Default Budget 2006. Selectmen approved and executed the proposed default budget for 2006 – Attachment #2.

Approval of minutes of previous meetings. Selectmen reviewed and approved as written the minutes of their meetings of December 28, 2005 and January 4, 2006.

Public Hearing – Petition warrant article considering rescission of SB2. Chairman Beauregard called to order at 7:30 p.m. a public hearing to accept testimony on a petition received considering rescission of SB2 official ballot voting which was adopted at Town Meeting 2005. The floor was opened for comments from the public on the question which will appear on the ballot on March 14th.

Alan Collette advised he had initiated the petition. He advised town meeting was a New England tradition dating back to 1630 to the first town meeting in Dorchester Massachusetts. Swanzey has been holding town meeting for more than 200 years as it was founded in 1733. It is a pure form of democracy providing citizens with an opportunity to question departments, debate, amend and act on warrant articles. He feels that SB 2 removes choice providing opportunity for a minority at the deliberative session to limit choices of the voters at the ballot session 5 weeks later. Statistics from a UNH study regarding fiscal impacts of SB 2 were reviewed that concluded that budgets in SB 2 communities climbed more rapidly than non-SB2. Turn out state wide for deliberative sessions is 2.3% of voters versus turn out for traditional town meeting set at 9.2% of voters statewide. More voter interest and education is generated based on these statistics and more fiscal restraint at a traditional town meeting.

Polly Glidden spoke advising that she was proud she had initiated the petition resulting in adoption of SB 2 last year. She advised that if voters were smart enough to pay taxes they were not too ignorant to vote and asked that Town Treasurer Conway apologize to her.

Pat Bauries asked about the numbers participating in Town Meeting in Swanzey in past years expressing her opinion that town meeting can be impacted by minorities and that the deliberative session provides opportunities for discussion and amendment and then an opportunity to cool and consider the issues before voting. She referred to a letter to the editor appearing in that day's Sentinel and expressed her view that the town should try SB 2 before considering its repeal.

Roger Conway spoke of his experience with Town Meeting which has been longer than most. He opposed SB2 for the town and felt it has been a disservice to the school district.

Joan Hagar spoke in opposition to SB 2 expressing her desire to return to Town Meeting. She doesn't want to go to multiple meetings and has enjoyed the sense of community that coming together discuss and work to solve problems brings.

David Krisch expressed his support for the traditional town meeting. He advised he felt that many in the community may not realize that Town Meeting has been changed. He expressed disappointment that so seem to feel that town employees do not have the same right to participate and vote on issues as other citizens. They, more than many, have lots of knowledge about the issues facing the town.

Mike Koski expressed concern that people may not get much good information on the issues facing voters with limited media outlets available through the local paper.

Lee Dunham expressed his concerns about the SB 2 which limit is flexibility relative to winter expenses.

Chairman Beauregard closed the public hearing at 7:55 p.m.

Meeting adjourned at 8:00 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – January 23, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth Fox, Town Planner Sara Carbonneau, Fire Chief Sly Karasinski and DPW Director Lee Dunham.

Chairman Beauregard called the meeting to order at 11:15 a.m.

Lane Field. DPW Director Lee Dunham reported that a dug out at Whitcomb Field had been blown over on 1/21/2006.

Homestead Woolen Mill Dam. Selectmen reviewed and email from NHDES Dam Safety Engineer Grace Levergood regarding feasibility of repairing the dam and other options that might be available to the town as it works to move the questions related to the dam forward. Repair of the dam is not an option that DES will endorse. Inspection of the dam by consulting engineers indicate total reconstruction is necessary. Selectmen expressed their unwillingness to commit the funds necessary to reconstruct the dam structure with a timber crib or concrete dam. Need to ensure stability of the Thompson Bridge upstream, if the dam is removed, is the town's first priority. Selectmen voted to abandon pursuit of the repair option in light of DES recommendations. Options available to ensure the future of the Thompson Bridge were discussed with Selectmen requesting that staff continue work on the issue and report back to the board on Wednesday, January 25th.

Homeland Security I. Selectmen reviewed and approved application of the available homeland security funds to purchase of pulse CO oximeters for the fire department authorizing the chair to sign any necessary applications to advance their purchase.

Meeting adjourned at noon.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – January 25, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth Fox.

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

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

Cheshire TV. Selectmen met with Lee Perkins, representing Cheshire TV, who reviewed with Selectmen the proposed Agreement between the communities of Keene, Marlborough and Swanzey and Cheshire TV, a not for profit corporation organized to operate public access TV funded, in part, by franchise fees. Activities over the past 5 plus years leading up to this draft agreement were discussed. The organizational structure of the not for profit, with both a Board of Directors and operating committee, was reviewed. Community representation was discussed as well. Accounting for the franchise fees by Time Warner and reporting responsibilities to Cheshire TV outlined in the proposed agreement were discussed at length with Selectman Faulkner expressing concern. Selectmen voted, on motion of Davis seconded by Faulkner with reservation, to authorize the chair to execute the agreement on behalf of the Town. Chairman Beauregard executed the agreement – Attachment #1.

Town Report 2005. Selectmen discussed the upcoming town report and related matters.

Proposed Town Road – running North off of California Brook Road, Forest View Estates (Koch property). Selectmen reviewed cost estimate information received from Mr. Koch and recommendations from the DPW Director. He recommends that the proposed road's paved surface be at least 22' in width with gravel shoulders of at least 3'. Easements are required from the developer for the turn around at the end of the proposed road and for drainage in at least 2 locations. Approved materials must be used for the subgrade and compaction tests passed before gravels put in place. Construction plans for the road have not been filed by the developer and these are also required. Selectmen discussed utilities and that some private utilities, if Forest View Estates, is approved by the Planning Board, will need to be sleeved and maintenance easements provided to the developer, heirs and successors as these utilities which cross the right of way to be dedicated to the town are to remain private. Schedule for the proposed work and development of the associated condominium will need to be provided by the developer before final terms related to the security to be provided for the public road's construction can be set. Selectmen set a bond or letter of credit amount for the town road only at \$ 150,000. In addition, given concerns expressed by DPW Director Dunham regarding spring thaw conditions and "frost out", initiation of construction and the construction schedule must be approved by the DPW Director.

California Brook Road – Class VI portion. Selectman Faulkner advised it had been reported to him that a landowner had blocked a portion of the Class VI road. He requested staff investigate.

Fire Committee. Tim Read advised Selectmen that a committee had organized that included members from each fire company. Its intent is to address problems within the department and work in the best interest of the department and taxpayers. Mr. Read advised he was its chair and he plans to schedule a meeting in February to develop a list of the committee's long and short term goals. He advised that morale was an initial concern. He also advised he could not be specific about other concerns he had not met with the committee yet. He did comment that he did not feel that the current structure is addressing morale. Selectman Faulkner advised that the chief was responsible for the department and he reported to Selectmen. Concerns related to the department need to be addressed through the department and a committee is not going to tell him how to manage the department. Chief Karasinski expressed his hope that the committee would improve communication within the department.

Non-public session – RSA 91-A:3IIb, Carpenter Home. Selectmen voted unanimously to go into non-public session pursuant to RSA 91-A:3IIb at 8:10 p.m. Selectmen came out of non-public session at 8:15 p.m.

Carpenter Home. Selectmen approved adoption of a policy of pre-employment drug testing. Additional research into random testing after employment needs to be done before enactment.

Vermont Yankee License Renewal. Selectmen reviewed an email from NHOEM Field Representative Nancy St. Laurent inviting participation by Selectmen and the town's Director of Emergency Management Director in a meeting to be conducted by Vermont Yankee regarding the license renewal process. Selectmen declined participation at this time.

Minutes of Previous Meetings. Selectmen reviewed and approved minutes of their previous meetings including those of January 9, January 18 and January 23. The minutes of January 11th were approved with an amendment deleting Selectman Davis as present.

Town Meeting 2006 Warrant. Selectmen reviewed the warrant discussing their recommendations and the process of again reviewing those recommendations after action by the deliberative session. Staff will research the issue and report back to the board. Selectmen executed the final warrant with their recommendations – Attachment #2 and executed the MS-6 Recommended Town Budget – Attachment #3.

Meeting adjourned at 9:00 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Attachment to Minutes of 1/25/2006

Correspondence & Permits 1/25/2006. Selectmen approved and executed the following:

- Abatement 2006-01. R. Howard, \$ 100.
- Intent to Cut, Tax Map 16 Lot 1.
- Correspondence to abutters – Page Court conversion to Class B trail.

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Selectmen's Meeting – February 1, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth Fox.

The meeting was called to order at 6:15 p.m. by Chairman Beauregard.

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

DRA Equalization Survey. Selectmen voted to authorize the chair to execute on behalf of the board all documents necessary to transmit the equalization survey information to the Town.

Monadnock Regional School District. Selectmen were advised of the upcoming district deliberative session, Saturday 2/4. Information received from the District Business Manager regarding the expected tax rate impact of the district proposals was also provided to board members.

East Swanzey Community House. Selectmen were provided a copy of a letter to the editor regarding the community house and an upcoming event.

Dam Removal. Selectmen were provided with a copy of a recent Nashua Telegraph article regarding dam removal under consideration in Merrimack. Swanzey's ongoing consideration of issue of the Homestead Woolen Mill Dam was referenced in the article.

Hazard Mitigation Grant Program. A cover letter regarding the program was distributed to board members. Information regarding the program has been distributed to the Police & Fire Chiefs, DPW Director and Emergency Management Director.

Thompson Covered Bridge. Impacts of scour on the bridge were discussed with concern expressed about spring floods and summer drop of the water around the bridge's center pier.

Public Informational Meeting – NH Route 32 Shared Shoulder "Sidewalk" Project. Chairman Beauregard opened the public informational meeting on the project at 7 p.m. reading the public notice provided. Engineers from HTA reviewed the project proposed with the public present. The project developed from the town's request to include a sidewalk in the bridge replacement project completed a few year's ago north of the High School. The project is being funded through transportation enhancement dollars with the state share set at 80% and the town's portion at 20%. Engineers reviewed the proposed construction which involves building a shared shoulder 8' wide running north from the end of the sidewalk constructed as part of the bridge project to Neighbor's store. Some signs and a mailbox will require relocation. A crosswalk between the High School and Elementary School will also be relocated. The project schedule, planned to bid in March for construction during the summer when school is out, was reviewed. The project is all in

the state right of way. The informational meeting was opened for public comment. The meeting was opened for public comments. Ed Aron expressed concern about the impact of the project on abutter's lawns and asked why the shoulder needed to be so wide. Engineers responded advising that the width was to provide greater safety for walkers and bikers utilizing the shoulder area. Whether the shoulder could be 4', 5' or 6' wide was discussed by meeting attendees at length. Gerry Bell expressed his concern that a 8' shoulder might be used as a driving lane. Stripping between the shoulder and the road was also discussed at length with stripping methods utilized in other parts of the country discussed. Chairman Beauregard closed the informational meeting.

Proposed Road – Forest View Estates, Owen's Road. Selectmen met with Larry Koch and Attorney Mike Bentley who expressed their displeasure with the Selectmen's decision on 1/25 to set the bond requirement for the new town road to be constructed at \$ 150,000. Bentley queried why a bond was even required since the road was all on Mr. Koch's property and if not built he felt no one was at risk but Mr. Koch. Town subdivision requirements necessitate bonding and since Mr. Koch desired to have his 3 lot subdivision recorded bonding needed to be provided to ensure road frontage for the 3 lots created. Mr. Koch reviewed the prices he had received from 2 contractors to construct the road, both being less than \$ 100,000 for 1,200' of roadway. He advised that he felt that he could build the road for less since he would not have to purchase earth material for its construction. Both material for the cuts and fills required, as well as the gravel to build the road, can be found on site according to Mr. Koch. Selectmen discussed the cost estimates they had received for other roads constructed in town and the need to assure that the town, not just the developer, can have the road built for the amount bonded. Selectmen advised they needed to ensure that the town was protected and that had driven their decision regarding bonding requirements. After discussion, and a request from Attorney Bentley that the bond requirement for the road be set at \$100,000, Selectmen voted to set the bond requirement for the proposed road at \$100,000. The proposed road plans, satisfying the requirements of the DPW Director, must still be submitted. A time table for the security will also need to be developed as Selectmen advised they did not want to see the top coat of pavement placed until construction of the proposed development to the west of the new road was complete or close to it reducing use of the final top coat by equipment and heavy trucks related to the condo project.

Current Use Forest Management Plans. Selectmen reviewed and executed correspondence directed to current use landowners with stewardship requesting an update of their records.

Minutes of Previous Meetings. Selectmen reviewed and approved the minutes of their meeting of January 25, 2006.

Town of Swansey v. Delbert Buckley. Selectmen reviewed and executed a Petition for Contempt directed to Mr. Buckley due to his failure to comply with the Agreement for Judgment reached between the Town in Mr. Buckley in 1993.

Deliberative Session. Selectmen reviewed warrant, budget and default budget in preparation for the upcoming 2/7 deliberative session.

Meeting adjourned at 8:30 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – February 8, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth Fox.

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

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

Town Meeting Warrant 2006 & Board Recommendations. Selectmen reviewed the ballot questions resulting from the February 7th deliberative session voting to recommend passage of all ballot questions excluding Articles 9 and 11. Favorable action of the ballot questions resulting from Article 9 and 11 are not recommended by the Selectmen.

Town Report 2005. Selectmen reviewed topics for their annual report to voters.

Upcoming Meetings. Selectman Faulkner advised he would be absent 2/15.

Carpenter Home. Selectmen met with Roberta Visser who expressed concern about the septic system at the home reporting smelling an odor during recent walks. Town Administrator Fox advised that she and CEO Weston had done an inspection the previous week after receipt of Mrs. Visser's concern. Health Officer Bob DeRocher has been asked to investigate.

Non-public session – RSA 91-A:3IIa & c, Personnel matter. Selectmen voted unanimously by roll call to go into non-public session at 6:45 p.m. Selectmen came out of non-public session at 6:47 p.m. voting by roll call to seal the minutes of the session indefinitely.

Fire Department. The policies, procedures and statutory framework governing the department, employment requirements and other related matters were discussed.

Zoning Board of Adjustment. Selectman Davis queried regarding an upcoming ZBA hearing seeking a variance to add a deck to the house at 8 Matthews Road.

Meeting adjourned at 7:10 p.m.

Submitted by,
Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – February 15, 2006

Present were Selectmen Robert A. Beauregard and Deborah J. Davis. Also present was Town Administrator Elizabeth Fox.

The meeting was called to order at 6:20 p.m. by Chairman Beauregard.

Financial Matters. The board reviewed and approved accounts payable and payroll manifests.

Abatement, Tax Map 87 Lot 2-1118. Selectmen approved abatement of taxes assessed for part of the year on a mobile home removed from town in October of 2005.

Operations. Selectmen discussed mechanisms to track pending projects and issues and ensure follow up on complaints.

Joint Meeting. Selectmen discussed possible timetables for scheduling of the joint meeting between boards.

Fire Department Monthly Report. Selectmen reviewed the chief's monthly report authorizing extension of the town's appreciation to Mrs. Morse who donated a structure to the town for live burn training.

Carpenter Home. Selectmen reviewed correspondence from Health Officer Robert DeRocher regarding the home's septic system requesting staff arrange to have the tanks pump and schedule a meeting in March with the health officer and Tom Forest.

Thompson Covered Bridge. Correspondence from NHDES to NHDOT regarding the condition of the dam downstream was provided to board members.

Cheshire TV. Selectmen authorized release of the franchise funds received in advance from Time Warner to Cheshire TV.

Minutes of Previous Meetings. Selectmen reviewed and approved the minutes of their meetings of February 1 and February 8, 2006.

Correspondence & Permits. Selectmen reviewed and approved the following:

- Event Permit 2006-1, Flower Show.
- Event Permit 2006-2, White Stallion Productions Horse Show.
- Event Permit 2006-3, Monadnock Motorsports.

Meeting adjourned at 7:30 p.m.

Submitted by,

Elizabeth A. Fox, Town Administrator

Selectmen's Meeting – February 22, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth A. Fox.

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

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

Home Occupation Application, G. & L. Boes, 652 Old Homestead Hwy – Tax Map 34 Lot 7. Selectmen reviewed the home occupation proposed antique sales in the attached barn as outlined in the application submitted 2/2 and supplementary materials received via emails dated 2/21/2006 and 2/13/2006. Selectmen voted to approve the use proposed as qualifying as a home occupation provided sales and display of sale items was restricted to the barn's interior.

Homestead Woolen Mill Dam. Selectmen discussed correspondence to NHDES regarding the dam and impacts of its removal on the bridge.

Fire Department. Selectmen met with Fire Chief Sly Karasinski discussing department's organizational structure and state statute. Payroll practices for the department were discussed. Response issues, the need to promote training of personnel and increase the number of trained personnel available to respond when needed was discussed. Options to address the day time coverage needs of the town were discussed. Whether more department meetings would be beneficial was discussed. Current structure of the department and the current structure of the associations were discussed at length. Selectmen requested staff develop organizational information and position descriptions for future consideration by the board.

Correspondence & Permits. Selectmen reviewed and executed the following:

- Abatement #2006-02, Lewis - \$213.
- Abatement #2006-03, McGhee Trust – 85 cents.
- Abatement #2006-4, McNulley - \$ 10.
- Abatement #2006-05, Leger - \$ 10.
- DRA MS-5 Financial Report.
- Vision Appraisal Permit Agreement.
- Quarterly payment schedule for town's share of hydrant rentals to the North Swanzey Water & Fire Precinct.
- Correspondence to Cheshire TV transferring the franchise fees received from Time Warner to the PEG channel.
- Inventory of Taxable Property letter.

Regional Prosecutor. Selectmen approved carry over until March 1, 2006 of 2 floating holidays granted in December of 2004.

Voter Guide. Copies of the voter guide prepared for the upcoming voting session were distributed to board members.

Minutes of Previous Meeting, February 15, 2006. Selectman Davis and Beauregard approved the minutes of the board's meeting of 2/15/2006 as written. Selectman Faulkner abstained.

Meeting adjourned at 8:10 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – March 1, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth A. Fox.

The meeting was called to order at 6:10 p.m. by Chairman Beauregard.

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

Junkyard Licensing. The need to re-initiate licensing of junkyard locations adjacent to state highways since the state not longer is doing so was discussed. Three or four locations appear to require licensing. They include Armand Bedard's property, Route 10 Auto, West Swanzy Garage, all located on Route 10, and Monroe's on Route 12. Selectmen requested staff develop an application form to collect some base line information regarding each location as well as each location's most recent state license. Once the form is complete, applications will be requested from property owners and hearings will be scheduled to accept testimony regarding re-licensing of each location.

Mill K Proposal. Selectmen reviewed correspondence from Brickstone Mason representative Jim Phippard outlining a proposal from Emile Legere for improvements to a town parcel in exchange for a flood easement (attached). Scheduling of hearings required in mid March and early April was discussed with Selectmen requesting staff prepare and post the notices required under RSA 41:14-a.

Minutes of Selectmen's Meeting of February 22, 2006. Selectmen reviewed and approved as written the minutes of their meeting of 2/22/2006.

Snowmobile Trails. Selectmen met with Bruce Bohannon who reviewed a plan to develop a snowmobile trail running from Eaton Road to Talbot Hill crossing the southern portion of the Carpenter Home property. This trail would also be available for other pedestrian uses and horses. Selectmen granted conceptual approval to the proposal subject to review of the formal agreements required.

Matthews Road. Mr. Bohannon requested permission to cut adjacent to the rail bed trail along Matthews Road. After discussion it appeared the area involved was part of the Cresson Forest property and he was referred to the Conservation Commission. It was also suggested he talk with the DPW Director.

Snowmobiles crossing on the Cresson Bridge. Mr. Bohannon queried whether the town would consider allowing snowmobiles to use the Cresson Bridge. Concerns about the compatibility of snowmobiles and cars were expressed. Selectmen advised it was something they would need to seek input from departments on before they would consider.

Mt. Caesar and the City of Keene Beacon. Concerns were expressed about the power feed from the Carpenter Home yard to the beacon on the top of Mt. Caesar and whether it posed a safety risk.

Carpenter Home. Selectmen discussed the new lights installed on the porch deciding to designate the non-expendable trusts as the funding source for this improvement. An invoice for thawing of pipes at the home will be posted to the operating budget. A recommendation to replace the compressor on the large refrigerator was discussed with Selectmen requesting another vendor look at the appliance.

Home Occupation, Charles Stevens – Tax Map 74 Lot 8, 188 Forest Ave. Selectmen reviewed the use proposed in the application received from Mr. Stevens 2/24/2006 voting to approve the use as qualifying as a home occupation.

Monadnock Playground Committee. Selectmen discussed a request from the committee to include an article about their fundraising effort in the town's Swanzey Uncovered. Selectmen, although recognizing the cause as worthy, upheld past policy of allowing submissions to the newsletter from town departments or town government related organizations.

Cheshire Fair Association. A request from the Fair for a "blanket" raffle permit covering any raffles occurring in 2006 was discussed. Selectmen advised they did not object to issuance of one permit for a number of similar events or raffles but some specificity was required on matters such as the dates of each raffle and the prizes to be awarded. More information on the raffles planned with will be requested from the CFA.

Correspondence & Permits. Selectmen reviewed and approved the following:

- Voted to authorize Chairman Beauregard to execute on behalf of the town a right of way certificate stating that work associated with the shared shoulder project would occur within the state right of way.
- Intent to Cut Timber for Tax Map 81-7-3, 81-7-4 and 73-10-2.
- Correspondence regarding the assessed value of 6 acres of the 8 plus acre parcel now owned by Swanzey Township on Main Street.

Meeting adjourned at 7:10 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – March 8, 2006

Present were Selectmen Robert A. Beauregard, Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth Fox.

Chairman Beauregard called the meeting to order at 5:58 p.m.

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

Carpenter Home. Selectman Faulkner reported that he had talked with Melanson Roofing requesting a quote on additional roofing work required at the Home. Selectmen authorized application for a Target charge card for the home.

NH Route 32 Shared Use Shoulder Project. Selectmen voted to approved the engineering professional services agreement dated March 2, 2006 between the Town and HTA for this project authorizing the chair to execute the agreement on behalf of the Town. Selectmen discussed various methods of road marking requesting DPW Director Dunham review the options discussed with HTA.

Subdivision Road Construction. Selectmen reviewed an draft scope of work pertaining to engineering review of subdivision road plans and construction monitoring. Concern about the number of projects anticipated to be under construction this construction season, the capacity of town personnel to monitor these projects without impacting other work (not related to private developments) requiring their attention as well as the need to develop a more uniform system for review of development proposals and construction monitoring was discussed. Selectmen request staff fast track efforts related to securing construction monitoring services as the town has several subdivision road construction projects which intend to begin work within the next few weeks. In addition, Selectmen requested staff develop a proposal that can be uniformly applied to projects.

Department of Public Works. Selectmen met with DPW Director Lee Dunham discussing cemeteries, trees requiring trimming, brush trimming around the town center and Carpenter Home as well as the shared shoulder project and subdivision road review.

Carpenter Home Accounts Receivable. Selectmen agreed to waive the late fees assessed a resident account provided the responsible party made some kind of donation to the home to be dedicated to resident activities.

Minutes of Meeting of March 1, 2006. Selectmen reviewed and approved the minutes of their meeting of March 1, 2006.

Public Hearing - Spring Load Restrictions: Town Roads. Selectman Beauregard opened a public hearing at 7:30 p.m. to accept testimony regarding posting of roads within the town. Present for the hearing was DPW Director Lee Dunham. Mr. Dunham submit a list of road to be considered for posting this year and Selectmen discussed the ordinance as

adopted last year. No other testimony was received. Chairman Beauregard closed the public hearing at 7:32 p.m. After discussion, Selectmen voted to amend the town's highway regulation so that instead of listing specific roads to be posted applied to all town roads with the delegating discretion to the DPW Director to determine which specific roads may require posting each year. The highway regulation, as amended, is included with these minutes as Attachment #1.

Owens Road (Koch Subdivision). Selectmen met with Developer Larry Koch and Attorney Michael Bentley reviewing correspondence dated 3/6/2006 from Attorney Bradley (town counsel) and correspondence dated 3/3/2006 from Attorney Bentley. The Letter of Credit (through TD Banknorth) executed February 28th by Mr. Koch was also discussed. Issues related to the letter of credit raised by Town Counsel including the length of the bond and the lack of a commitment to a schedule for the project were discussed. Mr. Koch and Attorney Bentley provided a road construction schedule to the board – Attachment #2. Mr. Koch advised that he estimated road construction would take no more than 4 months and begin no sooner than March 15th. He proposed that the road be complete within 9 months (excluding top course of paving) and agreed that if was not complete (excluding top coat) within that time frame, he would provided an extended letter of credit before December 1 or the town could make a demand on the letter of credit provided – Attachment #3. Location required for a demand, Burlington Mass., was discussed. The Selectmen's desire for a construction schedule for the development known as Forest View Estates, as it may very well impact construction of Owens Drive, was discussed. Mr. Koch advised he was unable to provide a schedule for the condominium project as he was still working to satisfy conditions of approval placed on the project by the Zoning Board of Adjustment. Attorney Bentley discussed the ZBA condition related to the Route 10 and California Street intersection and correspondence from NHDOT District 4 that he feels addresses the issue. The ZBA did not concur with his assessment. Selectmen advised that concerns or questions regarding the ZBA approval needed to be addressed to the ZBA. DPW Director Lee Dunham expressed some concern about whether condos in the project might be occupied and the access road, Owens Drive, be unpaved. Mr. Koch thought he was pretty likely that it would at least have a base course of pavement prior to condo occupancy as he hoped to build another home on the one of the lots created by the 3 lot subdivision which included Owens Drive. Various methods that the developer might provide security for placement of the top coat on the road, including extension of the letter or credit or provision of cash security, were discussed. Selectmen voted to accept the letter of credit – Attachment #3 (copy) - in the amount of \$100,000 subject to conformance with the construction scheduled submitted this date to be completed by December 1, 2006 and if not complete by that date the letter of credit will have been extended prior to December 1, 2006 or Selectmen may make a demand on the letter of credit with the costs associated with the demand process charged to the developer.

Building Permit Fees. Selectmen reviewed proposed amendments to the town's fee structure requesting staff schedule a public hearing.

Correspondence, Permits & other matters. Selectmen executed the following:

- Appointment papers for the following: Ruth Snyder - Tax Collector, Lynda Faulkner – Deputy Treasurer, Robert DeRocher – Health Officer, Lori Belletete – Deputy Town Clerk, Judy Bohannon – Recreation Committee, Annette Naeck – Recreation Committee.
- Correspondence to Playground Committee re: Swanzey Uncovered.
- Event Permit #2006-04, Cheshire Figure Skating Club.
- Raffle Permit 2006-04, Cheshire Fairgrounds.

Meeting adjourned at 8:32 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – March 22, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Bruce L. Tatro. Also present was Town Administrator Elizabeth A. Fox.

Vice-chairman Davis called the meeting to order at 6:00 p.m.

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

Election of Officers. Selectmen elected the following officers:

- Chairman Deborah J. Davis
- Vice-chairman Francis W. Faulkner, Jr.
- Secretary Bruce L. Tatro
- Ex-official representative to the Planning Board Francis W. Faulkner, Jr.

Agreement between the Town of Swanzey and Swanzey Police Association/Teamsters Local 633. Selectmen executed the agreement between the Town and Union – Attachment #1.

Local Officials Workshops. Selectmen discussed the upcoming workshops with Selectman Davis advising she would attend the advanced workshop in Jaffrey June 13 and Selectman Tatro will attend the introductory session June 3 in Concord.

Leave of Absence. Selectmen approved Bruce Tatro's request for a leave of absence effective 3/20/2006 from the Fire Department for the duration of his term as Selectman. Selectman Bruce Tatro abstained from voting on this matter.

Letter of Resignation. Selectmen voted to accept with regret the resignation of Trustee of Trust Funds John Bleyle effective March 14, 2006. Selectmen requested the vacancy be posted and the current trustees advised that candidates were being sought to fill the position until the next election.

Indemnification. Selectmen voted to adopt the provisions of RSA 31:104, 31:105, 31:106 and 508:12-b indemnifying and holding harmless town officials.

Public Hearing – Building Permit Fee Schedule. Selectman Davis called the public hearing to order at 6:40 p.m. reading the hearing notice provided. CEO Weston was present at the hearing and provided testimony regarding the current fee schedule and the changes proposed. He reviewed with Selectmen the inspections required for various permits. Selectman Davis closed the public hearing at 6:50 p.m. Selectmen voted to adopt the amendments proposed and contained in the revised fee schedule – Attachment #2, effective immediately.

Enforcement. CEO Weston reviewed for board members current enforcement actions including a review of the status of enforcement actions related to the Buckley and Brnger properties. Continued enforcement actions at the Lambert properties on Fox Run, Massey Hill and Monadnock Highway were reviewed. Recent activity at the Frazier property on South Grove Street was also reviewed. Selectmen advised Mr. Weston of complaints they had received regarding business activity at the Roy property on Spring Street and the Sherrick property on Marcy Hill Road. Concerns about the Bates property on Homestead Ave and the Fay Wood property on Sawyers Crossing Road were also relayed.

Emergency Management. Selectmen met with EMD Bruce Bohannon reviewing the budget proposed for submission under the State's Radiological Emergency Response Plan – FY 2007 Vermont Yankee – Attachment #3. In addition to drill related, RERP and facility expenses, included is a capital funding request for public alert sirens at 3 locations in the town. Total funding requested is \$ 74,743.28. Locations for the sirens proposed were discussed as well as the feasibility of locating a siren or antenna on Mt. Caesar. Selectmen approved submission of the funding request authorizing the chair to execute an necessary request forms on behalf of the town.

Public Hearing – RSA 41:14-a, Mill K Parcel. Chairman Deb Davis called the hearing to order at 7:36 p.m. reading the public notice provided. Jim Phippard, on behalf of Emile Legere, presented plans developed on behalf of Mr. Legere outlining the public facilities proposed for construction and other terms in exchange for a flood storage easement over a portion of the Mill K parcel – Attachment #4. The hearing was opened up for testimony and questions from the public. Bruno Koshelef discussed cutting on the west side of Matthews Road and the unanticipated water impacts caused other properties on that side of the road expressing concern about net effects of the work proposed. Mr. Phippard advised he anticipated that the groundwater on parcels adjacent to the Mill K parcel would drop slightly. Mr. Goodnough asked whether the wetlands on his property which are spring fed might be impacted. Mr. Phippard advised he would not anticipate any impacts because of the distance between the project site and Mr. Goodnough's wetlands. Mr. Spring advised he was pleased with access change to the Mill K area in the new plan but remained concerned about providing for public use of the area with was a breeding ground for mosquitoes. He is concerned that dumping will occur on the property if public access is provided and did not feel additional public access to the rail bed was necessary. Mr. Bohannon commented that the concerns he had regarding the proposal during the first round of hearings had been addressed. Access by the public resulting in dumping is a problem now due to vehicles that sneak in from the rail bed crossing at Matthews Road. He felt that a gate with hours posted for the property would address some of the concerns. Mr. Phippard advised that the proposal could be modified to include gates at both the Matthews Road access point and the rail bed access point. Mr. Tatro queried if the proposal's goal was to allow land in Keene to be filled. Mr. Phippard responded affirmatively. Separating Mr. Legere's proposal to the town from the issues of public access, which is already planned for the site by the town through a grant, were discussed. Fill to be removed was discussed and alternatives proposed, trucking for future use by the town or payment, were discussed. Existing drainage systems crossing from the west side of Matthews Road to the property Mr. Legere proposes to convey to the town were

discussed. Source of that water was attributed to springs on Yale Forest property. Types of trees species proposed for replanting, a variety of hemlock species, were discussed. The process established by RSA 41:14-a, and recommendations sought from the Conservation Commission and Planning Board, were reviewed. Chairman Davis closed the public hearing at 8:30 p.m. A second public hearing, as required under RSA 41:14-a, will be held on April 5th.

Department of Public Works (DPW). Selectmen met with DPW Director Lee Dunham reviewing various department matters.

- **Replacement of the 1992 GMC Dump Truck.** Information collected pertaining to replacement of the dump truck (1992 GMC) proposed in the DPW Equipment Capital Improvements Plan was reviewed. Intention to order the cab and chassis off the state bid and the requirement that the order be placed prior to March 31 was discussed. The truck cab and chassis proposed is an International 7400 with an automatic transmission. Whether to add an engine or exhaust brake to the equipment specifications was discussed with Selectmen concurring with DPW Director Dunham's recommendation that the additional features were not required. Selectmen voted to authorize order of the cab and chassis proposed at a cost of \$56,336 authorizing the chair to sign any documents necessary to initiate the order. Whether the old truck is sold outright or traded was discussed. Plow, wing and dump body specifications were discussed. A new sander is not required at this time. Preliminary pricing for the components is \$ 47,780. Sand and salt controls were discussed with Selectman Tatro suggesting investigation of computerized controls that link the speed that the truck is moving to the speed that the spreader distributes materials. Further investigation will be done into truck components and whether to trade or sell the old truck will be considered at a future meeting.
- **Woodland Heights Subdivision.** Construction of Phase IIb which includes the roadway connecting C.L. Lane constructed last year to Woodland Heights Drive was discussed. Selectmen approved rolling over of the bond in place to Phase IIb and approved deferring placement of the top coat of pavement on Phase IIa until a future date. Discussed was development of a plan to place the top coat paving across Phases IIa & IIb at the same time. Need for robust lot development in both phases before top coat placement was also discussed.
- **Grounds & Facilities Maintenance Supervisor.** Selectmen were provided with an initial draft of a position description requesting staff seek input from the town's cemetery sexton.
- **DPW Billing Rates.** DPW Director discussed the need to increase the rate schedule utilized for billing of the department's services. These rate apply primarily to work performed for the North Swanzey Water & Fire Precinct as the town does not generally do work for private individuals. Selectmen approved the following rate schedule effective immediately:
 - Back hoe with operator \$ 75.00/hour.
 - Dump truck with driver \$ 45.00/hour.
 - Laborer \$ 22.00 hour.

Swanzy Revenue Development District. Selectmen approved appointment of Larry Crowder to serve as a member of the development district advisory board with a term to expire Town Meeting 2009.

Minutes of Meeting of March 8, 2006. Selectmen approved as written the minutes of their meeting of March 8, 2006. Selectman Tatro abstained.

Leave Request. Selectmen approved an unpaid leave request from Theresa Lounder for the week of April 10th through April 14th.

Police Department. An activity report received from Chief Busick was distributed to members.

April Calendar. Selectmen reviewed their schedules for the upcoming month setting regular board meetings weekly. Plans to attend a NHDOT workshop next Wednesday, in lieu of a business meeting, were discussed.

Correspondence & Permits. Selectmen reviewed and executed the following:

- Letter to Mr. O'Brien regarding the Conn. River Sportsmen's Club.
- CDBG Payment Request #18, North Swanzy Project.
- Timber Tax Warrant \$3,304.44.
- Raffle Permit #2006-05, Mt. Caesar Union Library.
- Notices of Intent to Cut – Tax Map/Lot 77-01, 77-03, 70-35 & 50-6.
- Notice of Intent to Excavate – Tax Map 13 Lot 11.

Meeting adjourned at 9:30 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – April 5, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Bruce L. Tatro. Also present was Town Administrator Elizabeth Fox.

Chairman Deborah Davis called the meeting to order at 6:00 p.m.

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

Lane Field Dugout. Selectmen voted to accept and expend without further appropriation, pursuant to RSA 31:95-b, insurance funds of \$ 3,430 to be used toward rebuilding the dugout at this field which blew down in January.

DPW Dump Truck. Selectmen reviewed an updated quote from Fairfields and memo from DPW Director Lee Dunham detailing accessories for the dump truck cab and chassis order several weeks ago to replace the department's 1992 GMC. After discussion, Selectmen approved ordering the equipment specified selecting the Dickie John model ground speed control at a total cost for the equipment of \$48,800.

Connecticut River Sportsman's Club. Selectmen were provided with correspondence from Richard Scaramelli expressing concern about the club's activities and pollution at the site. Selectmen requested a copy of the correspondence be provided to the Conservation Commission and that information recently provided Mr. O'Brien be forwarded to Mr. Scaramelli. A letter will be prepared for the board's consideration.

Police Department. The following department matters were addressed:

- Retirement of Argo. Selectmen approved allowing Sgt. Chamberlain to keep Argo as a family pet upon the dog's retirement anticipated April 9th and at no further cost responsibility to the town.
- Selectmen approved proceeding with the quote received from D. Belletete to insulate the rear wall in the squad room of the police station at a cost of \$1,575.19.
- Promotion to Corporal. Selectmen approved promotion of Officer Joel Sampson to the rank of corporal effective April 9, 2006.

Grounds and Facilities Maintenance Supervisor. Selectmen reviewed an updated version of a position description and recruitment ad. Selectmen authorized proceeding to advertise the supervisor's position and the seasonal grounds and facility maintenance positions. Final action on the position description was deferred until the return of DPW Director Lee Dunham. Selectmen Faulkner recused himself from participation in discussion of this supervisor's position as he was considering applying.

Winslow & Amidon, 64 Cram Hill Road – Tax Map 61 Lot 2-8. Selectmen met with Mr. Winslow and Ms. Amidon who reviewed with the board their plans to remove the existing manufactured home from the foundation at this address, set it to one side, and

rebuild on the existing foundation a stick built 2 story home. Permission, pursuant to Section IIIV of the town's zoning ordinance, to live in the manufactured home for 6 months while building a new home on the foundation was requested from Selectmen. Selectmen voted to approve issuance of a temporary permit to allow occupation for 6 months of the manufactured home now at the site while a new home is built on the foundation subject to the provision that CEO Weston inspect the foundation and concurs that it will support the proposed new home.

W.M. Development & Engineering Services for construction review. Selectmen reviewed the proposal received from Underwood to provide construction review services for this subdivision road on a hourly basis at a proposed budget of \$11,000 authorizing Town Administrator Fox to execute the proposal on behalf of the town. The developer constructing the new road will be responsible for the actual cost of the professional services and invoiced as costs are incurred.

Home Occupation, 11 West Street – Tax Map 57 Lot 10. Selectmen reviewed an application for a home occupation submitted by Ms. Diana Dumond who has the property under a purchase and sales agreement and wishes to confirm that the home occupation she wishes to conduct at the property she intends to make her home is permitted. Selectmen reviewed the application and supplemental materials describing the use as a one chair hair salon. After discussion about concerns related to business parking at the site which should be addressed by the Planning Board and the need for state licensing, Selectmen voted to approve the use proposed in the application dated April 3 and described by the supplemental materials as qualifying as a home occupation provided Ms. Dumond makes the property her home.

Accepting inventories and hearing parties regarding their liability to be taxed. In accordance with RSA 74:10. Selectmen were in session from 7:00 to 7:30 p.m. to receive inventories and hear parties regarding their liability to be taxed. No inventories were received and no parties appeared before the board to testify regarding their liability to be taxed.

Carpenter Home. Selectmen voted to authorize establishment of a 3rd full time position at the home provided for in the budget approved authorizing extension of the new full time position to the clinical care coordinator currently working as a part time employee.

P & H Sand & Gravel Bond Requirements. Selectmen reviewed correspondence from Linwood Patnode proposing a bond of \$ 20,000 for the excavation site on the Swanzey/Winchester town line approved by the planning board in October 2004. Before accepting this proposed bond as adequate, Selectmen requested staff conduct some investigation into standard for per acre costs to reclaim land after excavation discussing the need to ensure that the bond amount is adequate so that the town, if necessary, could reclaim the site after its materials were excavated.

Town Hall Roof. Selectmen discussed a quote received from Al Fauteux to re-roof the entry porch roof and the need to have some additional slate repair done on the roof in

conjunction with re-roofing of the entry way. More information will be sought regarding the shingles proposed by Mr. Fauteux.

Consent Agenda items. The Selectmen approved the following items included in the consent agenda:

- Use of Richardson Park by the First Congregational Church for sunrise services on Easter Sunday weather permitting.
- Drafts of flyers prepared for the Richardson Park Recreation Department summer programs outlining programs and costs for the upcoming season.
- Minutes of Selectmen's Meeting of March 22, 2006.

Non-public session, RSA 91-A:3IIa – Cemetery Supervisor. Selectmen voted unanimously by roll call to go into non-public session at 7:30 p.m. Selectmen came out of non-public session at 7:35 p.m. after reviewing an agreement prepared for continuation of the services of the town's cemetery supervisor.

Correspondence, permits and other matters. Selectmen approved and executed the following:

- Gravel Tax Warrant in the amount of \$3,430.92.
- Letter of appreciation to John Bleyle for service as a Trustee of the Trust Funds.
- Abatement #2006-06, \$48 – Bud & Kathy Winsor.
- Raffle Permit #2006-06 for the Minis to 4H Club.
- Event Permit #2005-05.
- Annual agreement between the board and Cemetery Supervisor Morgan Wright.
- CDBG Grant Close out Report for the Wilson Pond Wastewater Improvements authorizing the Chair to execute this report on behalf of the board.

Public Hearing – RSA 41:14-a, Mill K Parcel. Selectman Davis called the second public hearing required pursuant to RSA 41:14-a to order at 7:40 p.m. reading the public notice provided. Mr. Phippard, on behalf of Mr. Legere, reviewed the development proposed in exchange for the flood storage easement desired from the town. Particulars of the plan were reviewed and Mr. Phippard advised if excavated as proposed in the southeasterly portion of the property frequency of flooding in this area will increase. Mr. Descouteaux expressed concern that if the property was developed as proposed in the plan the public would use it less than they do now. Mr. Goodnough expressed concern that Swanzey might be developing this property for use by people who are not from Swanzey and to allow development to occur in Keene. He felt that the parking area proposed should be moved further from the homes along Matthews Road to reduce noise impacts on the parcel's abutters and asked if consideration could be given to fencing between the abutters and the Mill K parcel. Width of the trail leading from the lot to the rail bed trail was discussed. Possible locations that the lot might be relocated to were discussed. How to fence access to the area along Matthews Road was discussed. Types of traffic and users of the rail bed were also discussed. Mr. Goodnough commented that the Legere plan was preferable to the initial town plan if the area was to be developed to allow more public access. Mr. Descouteaux objected to the town's granting of a flood easement. Whether the walking paths could be moved to a higher elevation, reducing the

frequency of flooding was discussed. Location of the driveway exiting the lot and placing it so that the impact of lights on the abutter on the west side of Matthews Road was discussed. Types of trees proposed for replanting after excavation were discussed as well as the location of the drain line coming from Winchester Woods. Relocation of the lot and additional tree plantings will be investigated. The public hearing was closed at 8:30 p.m.

Mill K Proposal. Selectmen discussed features of the proposed development plan requesting Mr. Phippard look at alternate lot locations and a narrower access path at a higher elevation leading to the rail bed.

Logging off Old Richmond Road. Selectman Tatro raised concerns about continued logging behind the fire pond off Old Richmond Road and impacts of silting on the fire pond. He has received reports that a culvert in the area may have been crushed by trucks and equipment. Staff will contact Forest Ranger Bob Stewart and seek methods to quantify whether the pond has been damaged by the logging operation.

Emergency Management. EMD Bruce Bohannon advised that Vermont Yankee would be conducting a reverse 911 demonstration April 18th. He also advised that work has been continuing on the town's inoculation plan and he intends to get the LEPC together soon. He wants to do a table top drill of the plan when complete.

Meeting adjourned at 9 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – April 12, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Bruce L. Tatro. Also present was Town Administrator Elizabeth Fox.

Chairman Deborah Davis called the meeting to order at 6:05 p.m.

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

Mill K Development Proposal – E. Legere. Jim Phippard of Brickstone Mason, representing Emile Legere, reviewed with the board revised development plans. He reported meeting with the abutter across the road reaching consensus on the location of the driveway accessing the area and proposed relocation of the parking area to an area behind 347 Matthews Road. He reviewed the plans which include a drive with turnaround area leading to the Mill K parcel. The access road to the property is planned for 20' in width and the path leading from the turnaround area to the rail bed is proposed at 10' in width. Drainage in the area and plans underway related to other developments impacting drainage were reviewed. Selectmen discussed the statute (RSA 41:14-a) and issues requiring considerations in any motion to approve conveyance of a flood storage easement over portions of the Mill K parcel to Mr. Legere. Selectmen requested town counsel be consulted. Action on this item was deferred until April 19th.

Carpenter Home. Selectmen met with Health Officer Robert DeRocher and Septic System Designer Tom Forest discussing the leach field at the home and its proposed replacement. After discussion of the field's usage, Selectmen requested a water meter be installed so that the size of the bed required could be accurately measured. Mr. Forest advised that that the tanks should be inspected to ensure that groundwater is not infiltrating into the system. He will provide the town with a proposal for design services.

Grounds and Facilities Maintenance Supervisor. Selectmen reviewed the proposed position description with DPW Director Lee Dunham approving the description – Attachment #1. Selectman Faulkner recused himself from discussion of this item leaving the meeting while it was being considered.

Department of Public Works. Accessories for the new dump truck were discussed. Whether the 1992 GMC will be traded or sold outright is still pending. Scheduling of a meeting by state officials to discuss the Thompson Bridge and Homestead Dam removal is also pending.

Property of Rachel Schnyer (Tax Map 34 Lot 12). Selectmen met with Surveyor Ed Goodrich, Rachel Schyner and her son Tom Schnyer reviewing deed research completed by Goodrich and the resulting survey map. His work has uncovered an error in the town's tax map and prior deeds for the property conveyed to Schnyers in the area of the Carpenter Home parcel. A copy of a portion of the survey map abutting the town's Carpenter Home property is included as Attachment #2 to these minutes. After discussion of the deeds and

history of the area, Selectmen requested staff query town counsel seeking his recommendations as to how the town should resolve the boundary line question.

Fire Department. Chief Karasinski met with Selectmen reviewing his monthly report. Selectmen approved his request to purchase a multi-year on line subscription to the fire codes. Selectmen also approved appointment of David Page and Robert Symonds as interim captains for East Company and West Company. Selectmen approved payment of an invoice of \$6,558.55 to repair 43M1.

Deferral Application – 4-13 Denman Thompson Highway. Selectmen denied the application seeking deferral of 2005 taxes as it was not filed with the town in a timely manner (by March 1).

Proposals for Design and Construction Review – Owens Drive and Arrowcrest Drive (Phase II). Selectmen reviewed a proposal from Underwood Engineering to provide professional services related to plan review and construction monitoring for the Arrowcrest Subdivision (Phase II) authorizing Town Administrator Fox to execute the proposal between the Town and Underwood dated 4/6/2006. Selectmen also voted to authorize Fox to execute the proposal dated 4/6/2006 between the Town and Underwood for construction monitoring engineering services for the Forest View Estates Subdivision.

Minutes of Selectmen’s Meeting of April 6, 2006. Selectmen voted to approve, with a typographical correction to page 1 correcting the spelling of “Lane Field Dugout”, the minutes of their meeting of April 6, 2006.

Upcoming Planning Board meetings. Selectmen discussed upcoming meetings with Selectman Faulkner advising he could not attend the meeting scheduled for 4/20. Selectman Tatro will attend on behalf of the board.

Code Enforcement. Selectmen met with Code Enforcement Officer Jim Weston reviewing the work completed that was necessary for issuance of a Certificate of Occupancy at 11 South Grove Street. A business operation on Spring Street which has not been approved by the town was discussed. Well water contamination at several properties on Dartmouth Road was also discussed.

Standard Directional Signs. Selectmen granted conceptual approval to adoption of a process and policy that mirrors the state’s policy governing small blue directional signs.

Town Hall entry roof. Selectmen approved proceeding with a quote to re-shingle the entry roof from Fauteux and repair another leak in the slate roof in the area of the entry.

Correspondence, Permits & Other Matters. Selectmen reviewed and executed the following:

- Open Container Permit Brown Memorial Field
- Event Permit 2006-07

- Appointment papers, Robert Wyman – Conservation Commission Member with a term to expire Town Meeting 2009.

Meeting adjourned at 8:45 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – April 19, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Bruce L. Tatro. Also present was Town Administrator Elizabeth Fox.

Chairman Davis called the meeting to order at 6:00 p.m.

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

“Kempton Road – Old Swanzey Road”. Selectmen were advised that the Winchester Town Manager had contacted the office indicating that the Town of Winchester planned to improve a portion of the class VI road known as “Old Swanzey Road” in Winchester linking Swanzey’s Class VI “Kempton Road”. This improvement in Winchester is being done under the provisions of the emergency lane statute and to facilitate access to that portion of Winchester which is currently limited because of a damaged bridge on Watson Road.

Schnyer Property, Tax Map 34 Lot 12. Town Administrator Fox reported that she had reviewed the survey map and deeds collected by Ed Goodrich related to the property with Town Counsel Homer S. Bradley, Jr. and he recommended that the town enter into a boundary line agreement with Mrs. Schnyer setting the line between her property and the Carpenter Home (according to the deed information) as shown on the map prepared by Goodrich. The survey map used as a basis for the boundary line agreement will require recording. Selectmen approved proceeding in the manner recommended by counsel.

Mill K property. Selectmen met with Jim Phippard reviewing the site plan describing the development and correspondence dated March 1, 2006 outlining the terms proposed in exchange for a compensatory flood storage easement over a portion of the Mill K parcel. Revised plans, which locate the parking area behind 347 Matthews Road and correspondence from J. Phippard dated March 1, 2006 were reviewed. Selectmen voted, pursuant to the authority provided by RSA 41:14-a, to enter into a formal development agreement within the next 45 days with Mr. Legere that details the terms and conditions of work (as outlined in Phippard’s 3/1/2006 letter and shown on plans dated 4/19/2006) to be completed by Legere in exchange for conveyance by the town of a flood storage easement over portions of the Mill K parcel. It was noted that the word “permanent” needed to be deleted from page 2 of Mr. Phippard’s letter to the Town.

Past Due Property Tax Liens. Selectmen met with Sue MacPhail discussing past due property tax liens for Route 10 Auto Inc. and residential property owned by William and Suzanne MacPhail located on Hackler Drive. Ms. MacPhail advised she would be making a payment of \$ 40,000 toward the property tax liens due on the Route 10 Auto property before the end of April. Payment for 2003 tax lien for the Hackler Drive property would be remitted within 3 weeks. Payment of the 2004 tax lien would be remitted to the town by the end of June 2006. Selectmen agreed to instruct the tax collector to defer deeding action on the home subject to compliance with the payment arrangement proposed by Ms.

MacPhail. Need to clean up the Route 10 Auto property was discussed with Selectmen advising they would be directing correspondence to the property owner on that issue in the near future.

Burial Fee. Selectmen voted to waive the town burial fee for Morgan Wright who until his death had been the town's cemetery sexton.

Fire Department. Selectmen met with Chief Karasinski who reviewed with Selectmen draft rules and regulations outlining department organization and hiring policies. Selectmen suggested several modifications to language in the drafts discussing at length the outlined organizational chart and hiring criteria. Need to develop position descriptions that include ADA requirements was discussed. Selectmen requested the chief initiate discussions within the department on the proposed organizational plan and hiring criteria.

Minutes of Meeting of April 12, 2006. Selectmen approved the minutes of their meeting of April 12, 2006.

Correspondence, & Permits. Selectmen reviewed and approved the following:

- Event Permit, #2006-08.
- Intent to Cut, Tax Map 86 Lot 6.
- Intent to Cut, Tax Map 51 Lot 1-2
- Intent to Cut, Tax Map 51 Lot 1-4
- Intent to Cut, Tax Map 24 Lot 2-2.

Other Matters. Selectmen voted to deny the following stewardship applications executing the CU-12s for each:

- Whittemore, Tax Map 85 Lot 11
- Goodnow, Tax Map 73 Lot 35
- Hackler, Tax Map 28 Lot 4 & Tax Map 32 Lot 20-2.

Meeting adjourned 8:10 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – April 26, 2006

Present were Selectmen Deborah J. Davis and Francis W. Faulkner, Jr. Also present was Town Administrator Elizabeth Fox.

Chairman Davis called the meeting to order at 6:07 p.m.

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

Enforcement. Selectman Davis advised that the condition of Woody's on Sawyers Crossing Road had been reported as declining.

Eaton Road Subdivision (Kendall Lane). Selectmen reviewed a proposed scope of services from Underwood Engineering for subdivision design review dated 4/21/2006 voting to approve it and authorize Town Administrator Fox to execute the ESR on behalf of the Town.

Minutes of Selectmen's Meeting of April 19, 2006. Selectmen approved as written the minutes of their meeting of April 19, 2006.

Correspondence, Permits & other matters. Selectmen reviewed, approved and executed the following:

- Letter to Stratton Library Clerk regarding the annual town report.
- Letter of commitment to City of Keene for participation in Summer/Fall household hazardous waste days voting authorize the chair to executed the letter of commitment on behalf of the board.
- Letter of appreciation to the Conservation Commission for their efforts organizing Swanzey's Roadside Clean up day.

Richardson Park. Selectmen approved use of Richardson Park on Saturday, August 26, 2006 by the Christian Life Fellowship Church.

Monadnock Humane Society. Selectmen were advised that use of the Humane Society as a sub-station for dog licensing had been implemented.

Meeting adjourned at 6:45 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – May 3, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Bruce L. Tatro. Also present was Town Administrator Elizabeth Fox.

Chairman Davis called the meeting to order at 6:00 p.m.

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

Carpenter Home. Selectman Faulkner advised that that bladder in the water tank at the Carpenter Home had failed. The tank had to be replaced. The water meter has also been installed so staff can initiate collecting usage data on a daily basis.

Reserve 911. Selectmen requested EMD Bruce Bohannon participate on behalf of the town in discussions with the district and other district towns regarding reverse 911 requesting he update them as necessary regarding developments.

Fire Department. Correspondence from Town Counsel Sam Bradley regarding Fire Department organization was reviewed with Selectmen.

Goodnow Current Use BLTA Case. Selectmen reviewed, edited and executed correspondence to Mr. Goodnow related to his BTLA appeal.

Open Space Committee. Selectmen met with Open Space Committee members Deb Crowder, Sue Whittemore, Victoria Barlow and Katherine Feist who updated Selectmen on the committee's activities. Ms. Whittemore advised that the committee has been working with the town owned parcels to develop recommendations on parcels that might require formal protection. The committee is also working on a conservation easement project on the Blood parcel. Ms. Feist advised they were looking for volunteers interested in open space issues and working to develop contacts and resources in various specialties related to open space. Ms. Barlow discussed the town's master plan effort which led to obtaining a grant to develop an open space plan. Goals of the open space committee including identification of lands important to the community, encouraging land owners to consider conservation easements and general education about the value of open space were reviewed. Town values related to open space, the rivers, the ridges and the hillsides were discussed. Current activity and whether it was an indication of development in the short term on parcels such as the 3R Realty or Carroll Concrete holdings on the south east side of town were discussed. Logging occurring in this area was also discussed.

Generator/Diesel Fuel Tank & Heating Oil Tank. Selectmen were advised of the failure of the generator/diesel tank and remediation steps taken in consultation with NHDES to date. Proposals for site remediation from Enpro (a state bid contractor) have been obtained to complete decommissioning which is anticipated to be eligible for partial funding through the state "LUST" program. Under that program, the town will be responsible for a deductible of \$5,000. A proposal to decommission the heating oil tank

while work is underway on the generator/diesel tank has also been obtained. Selectmen discussed whether repair of the building foundation in the area of the tank while it is exposed might be feasible. Options to replace the tank will need to be explored but since the heat system is turned off during the summer season there will be time to investigate what alternative would be best. Selectmen voted to proceed with decommission the generator/diesel tank and heating oil tank at the Town Hall/Fire Station authorizing the town administrator to execute agreements necessary with Enpro.

Motor Vehicle Registration Fee Refund Policy. Selectmen reviewed a policy proposed voting to approve its implementation – Attachment #1.

Cemetery & Parks Maintenance. Selectmen approved purchase of an Xmark mower and 2 EZ dump baggers from Gary's Power Equipment at a cost of \$9,788.

Heating Fuel Bid. Town Administrator Fox advised Selectmen that participating in the state's bid process for heating fuel had been unsuccessful as no suppliers from the region responding. Contact has been made with the school district requesting our quantities be included in their quote solicitation.

Land Use Change Tax - ATA Construction LLC. Parcels sold by WH Development since January 2006 to ATA Construction LLC requiring assessment of land use change tax were discussed. The market value of the lots and recent sales were discussed. Selectmen set a market value of \$49,250 per lot.

Fire Department. Selectmen met with Fire Department personnel including Chief Karasinski, Interim Captains Page and Symonds, Captain Bell, Lt. Kerylow, Lt. Phillips, Lt. Fontaine & Lt. Dunshee. Selectman Davis opened the meeting providing background on concerns expressed by the board regarding department unity and the Selectmen's charge to staff to develop proposals related to the organization – Attachment #2, and hiring (Attachment #3). After initial review by the Selectmen, they requested those proposals be shared with department officers so they could provide feedback. Interim Captain Page advised that the current officers were satisfied with the department's structure and felt it worked well except for communication from the officers to the chief. They did not feel a need to establish deputy chief positions. Conflict in the department is not between the companies. He advised that they were not happy with the current chief's management style. Lt. Phillips expressed concern that the proposals for organization and hiring would concentrate more authority in the chief's position. Captain Bell expressed his view that Selectmen did not have the authority to change the department's structure. Selectmen shared correspondence from Town Counsel dated 5/3/2006 – Attachment # 4. Methods to bring the department together, such as more frequent department wide meetings, were discussed by Selectmen. Selectman Davis expressed her view that steps needed to be taken to increase interaction between companies. Lt. Phillips felt that the Board of Engineers needs to have more input into department matters and agreed that more cross training would be beneficial. Interim Captain Page felt that duties in the department could be delegated more. Lt. Fontaine discussed training that he had organized in the past. How deputy chief positions could improve department wide coordination was discussed by Fox

and Davis. The meeting at which draft proposals were shared with department officers was discussed. Concerns were expressed by Captain Bell that grandfather of existing officers was not discussed at that meeting and that the chief had received a phone call and left after passing out the paperwork and asking if officers had any questions. Lt. Dunshee expressed agreement with standards in the hiring policy proposal recognizing that the department needs to improve its physical standards. Other health issues such as Hep B vaccinations and TB testing were discussed. Chief Karasinski advised that Cheshire Medical Center was not currently recommending TB testing for first responders. Captain Bell advised department morale was low currently and members wanted a change in leadership. Hiring processes, and peer review practices, of the City of Keene were discussed by Lt. Phillips. Past proposals related to the department, recent events related to coverage and communication between Selectmen, the chief and board of engineers was discussed. The City of Keene's unwillingness to provide coverage (vs. mutual aid) for Swanze was discussed. Selectmen's concerns about manpower and daytime coverage, the need to improve cross training in the department, need to change the focus from the individual companies to the department as a whole and improve communications were discussed. Vehicle maintenance practices were discussed. Need to move forward shifting the discussions focus from discussing "problems" to proposing solutions (besides changing the chief) was expressed Selectman Tatro. Selectmen voted to establish a working group, to include the Chief, Captains & Town Administrator, to focus initially on the proposals relative to hiring, organization and necessary positions descriptions establishing a progress reporting date of 30 days.

Non-public Session – RSA 91-A:3Iib, Hiring – Fire Department. Selectmen voted by roll call to go into non-public session at 9:16 p.m. Selectmen came out of non-public session at 9:17 p.m. Selectmen voted to re-hire Phil Thomsen as firefighter.

Correspondence, Permits & Other Matters. Selectmen reviewed and executed the following:

- Intent to Cut, Tax Map 16 Lot 1, Tax Map 71 Lot 13, Tax Map 84 Lot 12-8 and Tax Map 84 Lot 12-9.
- Proposed payment arrangement – Hatch property.
- Surplus Program authorization.
- Veteran's Tax Credits – Tax Map 81-7-330, Tax Map 3 Lot 35, Tax Map 73 Lot 22-574, Tax Map 35 Lot 23.
- Greenhouse exemptions – Tax Map 72 Lot 56-1, Tax Map 21 Lot 18, Tax 33 Lot 7.
- Elderly exemptions – Tax Map 19 Lot 51 and Tax Map 58 Lot 62.
- Blind exemptions – Tax Map 87 Lot 1-3 and Tax Map 4 Lot 4.

Minutes of April 26, 2006. Consideration of the minutes of the previous meeting was deferred.

Meeting adjourned 9:25 p.m.

Submitted by,
Elizabeth A. Fox, Town Administrator

Selectmen's Meeting – May 10, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Robert A. Beauregard. Also present was Town Administrator Elizabeth Fox.

Chairman Davis called the meeting to order at 6:00 p.m.

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

Fire Department. Selectman Tatro requested Town Administrator Fox send a letter to the Captains and Chief with the minutes of the May 3 meeting reviewing the work groups charge and setting a first meeting.

Town of Swanzey v. Lambert. Selectmen reviewed the district court agreement reached between the Town and Mr. Lambert approved by Judge Lane April 28th. Correspondence from Town Counsel dated May 3 was also reviewed. It was noted that the first milestone in the agreement, applying for a building permit by May 5th, had not been satisfied by Mr. Lambert. Selectmen advised they did not wish to reduce the attorney's fees and costs as it did not appear that Mr. Lambert was cooperating and complying with the agreement reached.

MRSD – Surry Withdrawal Committee. Selectmen designated Bruce Tatro as the Board of Selectmen's representative on the withdrawal committee.

Mill K/Legere Proposal. Selectmen reviewed correspondence from abutting Keene property owners P. Lariviere & M. Freeman who expressed interest in acquiring some of the property which the town may receive from Mr. Legere as part of the Mill K/Legere proposal approved a few weeks ago by the Board subject to a satisfactory formal agreement between the parties. Selectmen felt it was premature to enter into discussions about further boundary line adjustments requesting staff prepare a letter to the Keene property owners advising that consideration of further boundary adjustments would be deferred until the initial proposed transactions were completed.

Pandemic Planning. Information regarding regional pandemic planning and the memorandum of understanding required to participate was distributed to board members.

Owens Drive. Selectmen met with Attorney Bentley and Larry Koch. Attorney Bentley, on behalf of Mr. Koch, advised he had problems with the Town advising his client that he would be charge for inspections of the road within his subdivision currently under construction. Attorney Bentley felt that the requirement to pay for construction inspection should have been disclosed when they met with the board and set the bond requirements for the Owens Drive. He expressed concern about the cost of inspections relative to the cost of constructing the road. He also objected to observation by the construction inspection personnel of the compaction testing as it was being performed by a third party. Question on whether inspections of the private water and sewer systems of the condo units

should be conducted by the town, or only the state, were raised by Attorney Bentley who read the planning board's motion approving the project. As the condo project has not yet complied with the conditions of its approval consideration of that issue was not before Selectmen this evening. Past discussions related to the project were reviewed along with an email from DPW Director Dunham dated 1/9. Mr. Bentley and Mr. Koch felt as a result of those discussions Mr. Dunham would be performing required inspections at no cost to the developer. Modifications which may be made by the developer to the intersection of Route 10 and California Street (to comply with the ZBA's approval) were discussed. Easements needed related to the road were also discussed. Selectman Tatro requested staff compile the record related to the subdivision.

Cheshire County. Commissioner Roger Zerba met with Selectmen updating board members on recent Commission activities relative to jail planning. The Thomas site (near the intersection of Route 9 and 10) is still being considered but in January the Commissioners were approached by Yale University who met with the County Administrator and reviewed a proposal to site the county's facility as part of a development plan of lands owned by Yale near the Keene line. In April, the Commissioners were again contacted by Yale representatives who advised that the University was no longer interested in pursuing the development proposal. Mr. Zerba wished to advise the board, that despite Yale's expression of disinterest, the County remained very interested in the property as a potential site. The Commissioners have been opposed to the Bardwell site in part because its development as a county facility would have a significant economic impact on the Town. Other concerns related to placement of a facility like a county corrections complex in that part of Swanzey, including difficulties with police and fire response, were discussed by Selectmen.

Subdivision & Bonding Requirements. Selectmen discussed development of a checklist to be used when determining bonding requirements.

Minutes of Previous Meeting. Selectmen reviewed and took the following actions relative to minutes of their previous meetings:

- Minutes of April 26, 2006. Approved as written 2-0-1 (Selectman Tatro abstained).
- Minutes of May 3, 2006. Approved as written 3-0-0.

Carpenter Home. Selectmen approved entering into an agreement with a new medication supplier for the home at a cost of \$30 per month per resident.

Homestead Woolen Mill Dam. Selectmen were advised that Deb Loiselle, NHDES Rivers Restoration, had contacted staff seeking to arrange a meeting between the town, state officials and the dam owner. Participants to be included in that meeting, on the town's side, were discussed. Selectmen requested they be advised when the meeting was scheduled. Staff including the DPW Director, Town Planner and Town Administrator will attend.

Joint Meeting with Planning Board. Selectmen concurred with scheduling of a joint meeting May 22nd.

Selectmen's Meeting 5 10 2006

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Current Use Application. Selectmen approved the current use application received from Sanchez – Tax Map 86 Lot 7-1.

Correspondence, Permits and Other Matters. Selectmen reviewed and executed the following:

- Correspondence to S. Lampinin.
- Raffle Permit #2006-07 & 08.
- Intent to Cut, Tax Map 61 Lot 30-1 & Tax Map 89 Lot 9.
- Timber Tax Warrants \$ 606.87 & \$3,240.50.
- Approved Veterans Tax Credits, Tax Map 33 Lot 50-1, Tax Map 32 Lot 16, Tax Map 20 Lot 83 & Tax Map 41 Lot 112.
- Event Permit #2006-11.
- Elderly Exemption Approval Tax Map 73 Lot 22-557.
- Elderly Exemption Denial Tax Map 26 Lot 7.

Wilson Pond Dam. Selectmen were advised that the DPW planned to defer repair work on the gate until fall due to concerns about lowering and then returning to summer levels before Memorial Day.

Cheshire Fair Association & Sewer Extensions. Selectmen were advised that a proposal to add a sports complex to the north end of the ice arena was being considered. The question of whether TIF revenue could be used to extend sewer has been raised and will be investigated.

NH Route 32 Sidewalk Project. Selectmen were advised of the project's bid opening scheduled for Friday afternoon.

Meeting adjourned 8:07 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – May 17, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Bruce L. Tatro. Also present was Town Administrator Elizabeth A. Fox.

Chairman Davis called the meeting to order at 6:10 p.m.

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

Annual Assessment Practices 2005-2008. Selectmen advised they had received several queries regarding the town's current assessment activities (data collection relative to sales, building permits, UCs and quarterly inspection). The program, implemented in 2005, aimed at complying with state certification requirements was reviewed. Selectmen requested information on the activity be posted on the town's web site and a press release be drafted.

Cheshire County Jail Planning. Selectmen discussed the recent Sentinel article reporting that Yale Forest was under consideration as a jail location and community reaction to date.

Route 32 Sidewalk/Shared Shoulder Project. Selectmen were advised that bids had been opened for the project and staff was awaiting an award recommendation from HTA (project engineers).

Interoperability & the Fire Department. Notice received of an award of additional radios for the department was provided Selectmen.

Homestead Woolen Mill Dam. An initial meeting with the dam owner and state officials to begin discussion of the dam removal process has been scheduled for next Thursday.

Woodland Heights & C.L. Lane. Construction progress and issues that have arisen recently related to gravels to be used and construction specifications for improvements to C.L. Lane were reviewed with Selectmen.

Joint Meeting with Planning Board. Selectmen were advised that the joint meeting had been scheduled for May 22nd at the Town Hall.

Local Health Network & Pandemic Planning. Selectmen voted to enter into the necessary MOU to participate in regional planning designating the EMD and Health Officer as town contacts for this project and authorizing the Health Officer or EMD to execute the MOU on behalf of the town.

Assistant Solid Waste Manager. Selectmen met with Solid Waste Manager David Krisch reviewing proposed position descriptions and advertisements. Follow up discussion will be on the agenda of the board's next regular business meeting.

Upcoming Meeting Schedule. Selectmen decided to cancel their meeting scheduled for May 24th and schedule their next business meeting for May 31.

Enforcement. Selectmen relayed concerns about camping trailers being occupied on Old Homestead Highway and south of the Wastewater Treatment Plant on the Ashuelot River.

Personnel. Selectmen requested DPW Director Dunham have a recommendation to hire for the grounds and facilities maintenance supervisor's position for their consideration at the board's next business meeting 5/31. Selectmen also queried whether resignation anticipated from one of the DPW employees anticipated 6/30/06 had been confirmed in writing.

Carpenter Home. Selectmen were advised of repair work required to a floor structure in one of the room's at the home.

Minutes of Selectmen's Meeting of May 3, 2006. Selectmen reviewed and approved the minutes of their meeting of May 3, 2006 as written.

Correspondence, Permits & Other Matters. Selectmen reviewed and executed the following:

- Timber Tax Warrant, \$10,815.67.
- Lien Release, Tax Map 81 Lot 7-313.
- Event Permit #2006-12.
- Notice of Intent to Cut, Tax Map 4 Lot 9, Map 11 Lot 5 & 15, Map 6 Lot 3 & 4 and Map 66 Lot 7.
- Land Use Change Tax Warrants, Tax Map 14 Lots 4-29, 4-30, 4-32, 4-44, 4-35 & 4-36

Meeting adjourned at 7:15 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – May 31, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Bruce L. Tatro. Also present was Town Administrator Elizabeth A. Fox.

Chairman Davis called the meeting to order at 6:05 p.m.

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

Vermont Yankee. The “Unusual Event” declared over the past weekend and notification requirements under the town’s emergency plan were discussed. Selectman Faulkner reported that he was notified by the Police Department.

Memorandum of Understanding – Pandemic Planning. Selectmen voted to designate Town Administrator Fox as authorized to execute the memorandum on behalf of the town in addition to EMD Bohannon and Health Officer DeRocher.

P & H Sand and Gravel Bond, Tax Map 86 Lot 1. Selectmen reviewed correspondence from Dick Fraser outlining costs for reclamation of gravel sites. He was suggested by DRA Gravel Tax Estimator Mary Pinkham-Langer as a information resource for reclamation costs. After review of the memo, Selectmen accepted, as sufficient to ensure reclamation, a bond of \$ 20,000 for the portion of excavation located in Swanzey. Selectmen, after acceptance of the bond, executed the Notice of Intent to Excavate for the pit. Acceptance of this bond satisfies the condition of the excavation permit issued by the Planning Board in 2004 for this excavation area located in Swanzey and Winchester.

Recycling Center. Selectmen met with Recycling Center Manager David Krisch reviewing the revised position description for Assistant Solid Waste Manager. Selectmen approved the position description – Attachment #1, authorizing staff to initiate recruitment. Krisch advised Selectmen of NHRRA’s acquisition of larger warehousing area in support of the organization’s marketing efforts.

Yale University and the proposed Cheshire County Jail. Selectmen discussed conversation with and email from Yale’s Associate General Counsel James Carolan. Attorney Carolan expressed the University’s opposition to placing a jail on their property contradicting the reports received from Cheshire County Commissioner Roger Zerba that Yale had initially contacted the Commissioners expressing interest in that type of development. It appeared the proposal to place a new jail on Yale’s property was developed by local realtor George Foskett. Selectmen discussed avenues available to the town to influence the process requesting staff prepare correspondence for the board’s

consideration. Concerns about public safety, particularly fire and rescue response, sewer allotment, use of valuable commercial real estate for tax exempt facilities and the county's consideration of utilizing eminent domain was also discussed. Selectmen requested a list of the delegation members with contact information.

Lane Field. Selectmen met with Kerry Kelly and Mike LaRoche, representing Swanzey Cal Ripkin, who proposed donation by the league of a pavilion to be constructed at the field near the concession area. Estimated cost of the pavilion is \$9,600. The structure is proposed to be 24' x 30' with a truss roof and gravel floor. It would be available for baseball, soccer and for use by the general public off season. Expected maintenance of the structure was discussed. Process to accept such a donation pursuant to RSA 31:95-e was also discussed. Selectmen requested staff schedule a hearing for June 14th. It was also reported that one of the dug outs on O'Brien Field needed some repair (third base line).

Department of Public Works. Selectmen met with DPW Director Lee Dunham who advised that he was working to firm up the department's summer road plans. Impact of price increases in asphalt and asphalt related products since the budget was developed was discussed. He advised that he anticipated having for the board's next meeting a prioritized projects list working from that developed during the winter.

NH Route 32 Sidewalk/Shared Shoulder project. Selectmen reviewed correspondence from HTA reporting the bid results. Selectmen voted to award the project, subject to approval from NHDOT, to low bidder Leonard W. Lawrence Excavating, Inc. authorizing the Chair to execute the Notice of Award when NHDOT's concurrence is received.

W.H. Development. DPW Director Dunham updated board member on construction issues related to the subdivision road including concerns with traffic control, gravel materials and culvert locations. Whether it might be necessary to do core samples of the road to confirm the materials placed was discussed.

Voluntary Merger, Cheshire Fair Association – Tax Map 19 Lot 94, 95 & 96. Selectmen approved voluntary merger of three parcels off of Route 12 owned by the Fairgrounds effective for Tax Year 2006.

Non-public session, Department of Public Works – RSA 91-A:3IIIb. Selectman Faulkner excused himself from the meeting. Selectmen Davis and Tatro voted unanimously by roll call to go into non-public session to consider hiring of a grounds and facilities maintenance supervisor at 7:50 p.m. Present for the session were Town Administrator Fox and DPW Director Lee Dunham. Selectmen came out of non-public session at 8:15 p.m. Selectmen authorized DPW Director Dunham to extend a conditional offer of employment to a candidate for the position and voted unanimously by roll call to seal the minutes of the session until the conditions of the employment offer are satisfied. Selectman Faulkner returned to the meeting.

Town Hall Heating System and Generator. Selectmen discussed the need to develop a plan to replace the fuel storage systems for the heating plant at Town Hall and the

generator. Further research into the options available will be conducted before making a decision regarding how to proceed. Need to expedite the process and get the building cleaned up the building prior to Old Home Day was discussed.

Minutes of Selectmen's Meeting of May 17, 2006. Selectmen reviewed and approved as written the minutes of their meeting of May 17th.

Police Department, Letter of Resignation – Officer David Eldridge. Selectmen reviewed a letter received from Officer Eldridge resigning from his position as a full time officer with the Town effective June 8, 2006 accepting his resignation with regret. Selectmen authorized initiation of efforts to recruit a candidate to fill the vacancy created by his resignation.

Upcoming Meetings. The board discussed its meeting schedule over the next three months.

Homestead Dam. Selectmen were provided with a memo dated 5/31/2006 outlining staff discussions with NHDES, NHDOT and Dam Owner Doug Brown on 5/25/2006.

Enforcement. Selectmen were advised that a Cease and Desist had been issued related to business activity at 49 Spring Street.

Correspondence, Permits & Other Matters. Selectmen reviewed and acted upon the following:

- Intent to Excavate, Tax Map 86 Lot 1-1.
- Abatement # 2006-07, \$ 97.
- Current Use Application, Tax Map 68 Lot 1 & 1-1.
- Event Permits # 2006-13 & 14.
- Property Tax Warrant \$ 5,587,225.
- Intents to Cut, Tax Map 51 Lot 17 & Tax Map 44 Lot 10.
- Boundary Line Adjustment Agreement, Rachel Schnyer & the Town of Swanzey - Attachment #2, per survey plat prepared by Ed Goodrich.
- Notice of Lien, Tax Map 87 Lot 2-5039.
- Abatement, Tax Year 2005 – B. LeClair, Sunset Point.

Meeting adjourned at 8:58 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – June 7, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner, Jr. and Bruce L. Tatro. Also present was Town Administrator Elizabeth Fox.

Chairman Deborah Davis called the meeting to order at 6:10 p.m.

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

Cheshire County & proposals to site the Jail on Yale Forest property. Selectmen reviewed draft correspondence to be directed to the commissioners and delegation regarding the county's recent proposal to place the new jail on Yale Forest property. Selectmen also reviewed a notice proposed for posting on the town's web site. Several modifications were suggested to the proposed letter and a revision will be prepared.

Talbot Hill Road – Class VI portion. Selectmen discussed correspondence received from Cersosimo Lumber requesting permission from Selectmen to improve a section of the western end of Talbot Hill Road (Swanzey Lake side) to adequately and safely handle log truck traffic for a planned forestry operation. It was noted that an intent to cut had been filed indicating that the forestry operation estimates it will remove 400,000 board feet and 800 tons of timber from the 60 acre parcel (Tax Map 44 Lot 10) owned by Cersosimo. Questions and concerns which Selectmen felt needed to be addressed before granting permission to improve the class VI road could be considered included. When cutting was planned, summer, fall or winter needs to be determined. Signage warning motorists of the increased trucking activity will be needed. Selectmen discussed whether posting of a bond to ensure that any damage to East Shore Road or Talbot Hill Road caused by the logging does not become the responsibility of the Town. Whether tractor trailer trucks will be accessing the site, and if so how they might access the site, needs to be addressed. Concern was expressed about the oak trees lining both sides of East Shore Road to the south of Talbot Hill Road. Expected log truck route from the site, whether they plan to run west on Swanzey Lake Road or east, needs to be determined. More detail is needed on the plans for improvements requested to the class VI portion of Talbot Road. Drainage plans also require definition. Selectmen requested their concerns be conveyed to DPW Director Dunham so that a coordinated response can be set to Cersosimo.

Fire Team 2006. Selectmen approved sending a team to participate in the Fire Team 2006 training in October.

Fire Department. Selectmen authorized repair of the pump at 27M1 at an estimated cost of \$ 6,000 and \$ 7,000. Transfer of equipment from other stations will be discussed and arranged with station captains. It is anticipated the truck will be out of service for 2 weeks.

Reverse 911. Selectmen met with MRSD Director of Technology Tom Warner and EMD Bruce Bohannon discussing district plans to implement a reserve 911 style system for

school children as funded in a special warrant article approved by voters this past March. The district has solicited proposals from vendors which meet district notification needs which are primarily aimed at children and parents. They are looking at a web based model as it is less expensive and does not require hardware support. The numbers in their system will be collected from parents as part of the school registration efforts. Systems that might suit the town's needs were discussed. Mr. Warner advised that they would be willing to allow the town to participate in their system to the extent that it might be useful to town purposes. Bohannon felt it would be useful to participate in some sort of a test as an opportunity to learn more about reserve 911 notifications.

Minutes of Selectmen's Meeting of May 31, 2006. Selectmen approved as written the minutes of their meeting of May 31, 2006. Selectmen Davis and Tatro approved as written the non-public minutes of May 31, 2006 which as of this date remain sealed.

Correspondence, Permits and other Matters. Selectmen reviewed and executed the following:

- Abatement # 2006-08.
- Letter to Eldridge accepting with regret resignation from his position as a full time officer effective 6/8/2006.
- Granted Veteran's Tax Credit, Tax Map 62 Lot 2-10.
- Request to DRA for 2007 Inventory forms.
- Letter of thanks to Major Toye who presented the Town with a flag flown over the Abu Ghraib Prison Hospital during his recent tour of duty in Iraq.

Selectmen recessed their meeting reconvening at the Carpenter Home.

Carpenter Home. Selectmen met at the Carpenter Home with Administrator Dawn Rice touring the home and reviewing recent improvements to the physical plant. Monitoring of water usage will continue permanently but after July 1 the data collected will be forwarded to Tom Forest so he may begin work on redesigning the home's septic system. Resident routines and activities were discussed. Selectmen were updated on plans to upgrade the mattresses at the home as Cheshire County will be replacing their supply. Tour of the entire facility by fire department was recommended.

Meeting adjourned at 8:45 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – June 14, 2006

Present were Selectmen Deborah J. Davis, Francis W. Faulkner and Bruce L. Tatro. Also present was Town Administrator Elizabeth Fox.

Chairman Davis called the meeting to order at 6:10 p.m.

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

FYI. Selectmen discussed several information items including the ZBA meeting set for June 26th, resignation of County Commissioner Jonathan Sistare, the candidacy of Scott Trendell for County Attorney, Pandemic Planning, West Nile Virus and EEE.

Public Hearing – RSA 31:95-e, Lane Field Pavilion. Chairman Davis opened the public hearing at 6:30 p.m. reading the public notice provided. Present for the hearing were Cal Ripkin League Representative Kerry Kelly and Builder Michael LaRoche. Location of the pavilion proposed for construction (Mr. LaRoche will be the contractor for the building proposed for donation) was discussed. Whether the town should be an additional insured noted for this project was discussed. Cost of the pavilion is \$9,600. Selectmen voted to accept the donation of a pavilion as discussed subject to issuance by the CEO of a building permit for the project. Mr. LaRoche advised he did not expect to begin construction until after June 27th. The public hearing was closed by Chairman Davis at 6:40 p.m.

Department of Public Works. Selectmen met with DPW Director Lee Dunham reviewing the following:

- Proposed upgrade of a portion (class VI) of the Talbot Hill Road by Cersosimo Lumber to facilitate removal of timber from Tax Map 44 Lot 10. Dunham reported that he had met with Mr. Randall of Cersosimo who advised that the logging operation planned would be a small conventional operation with no tractor trailer trucks involved. They anticipate the cut occurring in the late summer or fall. Due to the grade on the class VI portion of the road abutting the logging operation they do not want to work this site in the winter. Dunham advised when the job was completed the access to the lot would be blocked off by the landowner. Travel route for trucks coming to and from the site would be along East Shore Road to Swanze Lake Road turning west. Drainage was discussed and concern regarding whether some type of detention basin or area for silt to settle is needed was expressed by Selectmen. The proximity of this logging operation to Swanze Lake increases concern regarding run off. Selectmen requested an erosion control plan be developed for the town's review and that Cersosimo put in writing

representations made regarding the logging operation and work to be done to the town's Class VI road.

- Paving Project Schedule Summer 2006. Selectmen reviewed with DPW Director Dunham the project list developed as part of the budget. Due to concerns regarding escalating asphalt prices and their impact on the scope of work proposed the project list was prioritized as follows: Partridgeberry/Foxglove, Forest Ave, Carlton Road, Whitcomb Road, Cobble Hill Road and lastly, West Street. It is very likely that West Street will be deferred as significant drainage work should be considered as part of any improvement project. Alternate approaches to Base Hill and Ash Hill Roads reconstruction were discussed. Several options for the work to Ash Hill Road are currently under consideration and more information is being sought from NHDOT regarding the actual road conditions they encountered on Ash Hill. Specifications to put Base Hill Road to bid will be complete shortly.
- Software applications to assist in pavement management and other aspects of DPW activities were discussed.
- Anticipated retirement of Ken Page. Initiation of a recruitment will occur shortly as Mr. Page has advised he will be retiring on June 30th.

Mt. Caesar Union Library. Selectmen met with Library Trustees who requested Selectmen authorize withdrawal of \$ 19,000 from the capital reserve fund for the library. This withdrawal request has been approved by Trustees. The library plans to replace the building's existing furnace with a new system which will provide heat and air conditioning for the first 2 floors of the library. Estimated cost for the project is \$27,000. Three bids were obtained and trustees feel that Hamlin Plumbing & Heating Co. provided the best (and lowest cost) quote. Adding heat to the second floor of the library (as a separate zone) will increase its usability. Selectmen voted to authorize the withdrawal of \$ 19,000 requested by the Trustees from the capital reserve fund for future construction or major repairs/maintenance related to the Mt. Caesar Union Library.

Home Occupation, G. Davis, 839 West Swanzey Road – Tax Map 71 Lot 15.

Selectmen approved, as qualifying as a home occupation, the mail order business use outlined in the home occupation application submitted by Mr. Davis received June 13, 2006.

Carpenter Home – Special Care Policy. Selectmen approved amendment to the special care billing practices as outlined on the time sheet – Attachment #1.

Fire Department. Selectmen met with Fire Chief Sly Karasinski who reviewed with board members his monthly report. Repairs to 27M1 are still pending. Amendment to the department rules and regulations developed as a result of the working group (Captains/Chief/Town Administrator) established by Selectmen were reviewed with the board. After discussion, Selectmen requested an addition interview following the background investigation be included in the hiring policy. Selectmen approved, with the amendment discussed, the Hiring Policy for the Fire Department – Attachment #2.

Mill K Development, E. Legere. Selectmen met with Jim Phippard, agent for Mr. Legere, reviewing a development agreement prepared by Town Counsel. Several changes to the draft were proposed. Selectmen authorized extension of the time frame initially approved for development of the agreement between Mr. Legere and the Town. Selectmen requested an opportunity to review the full agreement deferring action until a future meeting.

Brnger. Selectman Faulkner reported that he saw a Dobles Parts Truck at the Brnger home on Tuesday, June 13th.

Minutes of Selectmen's Meeting of June 7, 2006. Selectmen reviewed, and approved after correction of a typographical error, the minutes of their meeting of June 7th.

Correspondence, Permits & Other Matters. Selectmen reviewed and approved the following:

- Letter to Commissioners & County Delegation regarding proposed location of the jail.
- Letter to W. Lacey regarding police response.
- Intent to Cut, Tax Map 49 Lot 8.

Letter of Resignation, Francis W. Faulkner, Jr. Selectmen accepted, with regret, effective immediately the resignation of Francis Faulkner from his position as Selectmen. Mr. Faulkner advised he would be willing to continue to serve as the Selectmen's Representative to the Planning Board and assist in perambulation of the town lines. Selectmen accepted Mr. Faulkner's offer to continue to assist as Selectmen's representative to the Planning Board until such time as alternate arrangements can be made and thanked him for his willingness to assist with planning board duties and perambulation.

Posting of Vacancy – Selectman. Selectmen discussed establishment of a process to fill the vacancy requesting staff post the position and that nominations be collected through June 26th.

Meeting adjourned at 9:00 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – June 28, 2006

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

Chairman Davis called the meeting to order at 6:01 p.m.

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

Proposed County Jail Sites. Selectmen met with Representative Judd Dexter who wanted to address misinformation and questions related to the county jail and the site selection process for the proposed facility. He reviewed with selectmen his involvement in jail site discussions relative to Yale Forest and the representations that Yale had approached the county with a development proposal. Other sites considered for the facility were reviewed by Dexter and he advised that the current delegation will not support construction at Westmoreland for a variety of reasons including costs and threats related to improving utilities at that site. Uses for the existing jail, if a new one is not built in Westmoreland, and the opportunities it might provide for revenue to the county as a leased facility were discussed by Dexter. He advised that he had supported construction of a county complex that included a jail at the locations in Swanzey not just a jail. Dexter updated Selectmen regarding legislation to provide flexibility in locating courts and related facilities pending at the state level.

Eric Maciag, 109 Flat Roof Mill Road – Tax Map 13 Lot 13-2. Mr. Maciag reviewed briefly his concerns about run off from improvements being done to C.L. Lane to facilitate development. The improvements are being constructed by SUR West under contract for WH Management.

Old Home Day Committee. Selectmen met with Committee members Bill Carson and Carol Roof. Volunteer Eileen Longe was also present. Bill Carson reviewed events scheduled for Old Home Days and the various groups that would be participating. Barbara Brown, as the town's oldest resident, has been invited to participate. Retired Town Clerk Carol DeRocher will be serving as the parade's grand marshal. Use of the pavilion at Swanzey Lake in future years for activities related to Old Home Day was discussed with Selectmen advising if some particulars surrounding that use were fleshed out the board could explore with the Recreation program who uses the facility for an eight week summer program whether it was feasible.

Town Hall/Swanzey Center Fire Station Retaining Wall reconstruction. Selectmen approved proceeding to construct a new retaining wall to replace that removed as part of

the diesel tank removal process at an estimated cost of \$5,400. The wall will be large block, constructed by Whitcomb, and will be left its natural color. Selectmen authorized funding the replacement from the fire station and town hall expendable trusts for facilities maintenance and improvements splitting the cost equally between the 2 funds.

Swanzy Lake Day Camp. Selectmen discussed a request received for refund of camp registration and the town's policy precluding refunds. Selectmen decided to offer the family a credit for the 2007 camp season.

Carpenter Home. Selectmen approved Administrator Rice's request to place the home's dog in foster care for training. Selectmen were advised that renewal of the town's license had been received and that the inspection conducted by the State resulted in a deficiency free report. Congratulations were extended to Administrator Dawn Rice and the other home staff by Selectmen.

Home Occupation – J. Paolilli, Eaton Road. Selectmen reviewed the application requesting more information be obtained regarding the use proposed.

Nominations for Selectman's vacancy. Selectmen reviewed the applications submitted by nominees voting to appoint Nancy Carlson to fill the vacancy created by the resignation of Francis W. Faulkner, Jr. Ms. Carlson term will run until Town Meeting 2007.

Approval of Minutes of Selectmen's Meeting of June 14, 2006. Selectmen reviewed and approved the minutes of their meeting of June 14 as written.

Police Department Expendable Trust. Selectmen reviewed a memo from Chief Busick requesting approval to withdraw \$ 2,500 from the expendable trust for police facilities to refund the general fund for costs incurred improving the drainage to the rear of the police station. Selectmen deferred action on the request until November.

Rust Way. Selectmen were advised of plans for a neighborhood party over the upcoming weekend. Revisiting regulation of fireworks was discussed as a future board project.

Correspondence, Permits & Other Matters. Selectmen reviewed and executed the following:

- Timber Tax Warrants for \$ 3,695.22 and \$3,556.21.

Meeting adjourned at 9:10 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – July 5, 2006

Present were Selectmen Deborah Davis and Bruce Tatro. Also present was Town Administrator Elizabeth Fox.

Chairman Davis called the meeting to order at 6:06 p.m.

Resignation – Trustee of Trust Funds. Selectmen voted to accept the resignation of Trustee Nancy Carlson effective immediately.

Confirmation – Board of Selectmen. Selectman Davis administered the oath of office swearing in Selectman appointee Nancy Carlson to a term as Selectman that runs until Town Meeting 2007.

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

Informational Items. Information, including media articles regarding the county jail, training for school emergency planning and HAVA training were reviewed by Selectmen.

Department of Public Works. Selectmen met with DPW Director Lee Dunham discussion pending department matters including:

- Traffic regulations for the new portion of Safford Drive and throughout the North Swanzev Project area and various signs to discourage larger trucks from traveling through the back side of the pond.
- Focusing efforts related to the town's 3 year program to replace street name signs on the North Swanzev Project area and whether Selectmen, prior to re-ordering signs, were considering any street name changes. Information related to street naming will be compiled for the board.
- Considering converting the 3 way STOP in the West Village to a 4 way STOP.
- Shrub trimming in Mountainview Cemetery – Whitcomb Lot.
- Drainage concerns expressed by Eric Maciag, 109 Flat Roof Mill Road, which are still under discussion with the developer and his contractor and engineer. Other drainage concerns related to the WH Development project were also discussed.

State Election 2006. Candidate for NH Representative Gus Lerandeanu met with Selectmen to query regarding concerns or issues that board members feel state officials need to be addressing. Discussions turned to the site selection process for a new county jail with Lerandeanu reviewing for Selectmen the responsibilities of the Commissioners (to propose a jail site) and the responsibilities of the Delegation (to

fund the jail). He advised that he was not much in favor of building a jail in Swanzeey and that he felt the delegation had become overly involved in the selection of a site for the jail. Selectmen discussed the need for the delegation to be active in ensuring that needs of this part of this region are addressed, and funded by the state. They also stress the need for good communication between the delegation representatives and local officials.

Home Occupation, Joseph Paolilli – 91 Eaton Road, Tax Map 40 Lot 4. Selectmen met with Mr. Paolilli who reviewed the use proposed in his home occupation application received by the Town on June 15th. How much of the welding operation would be conducted at the site versus on the road, at customer sites, was discussed. Mr. Paolilli advised that he estimated that 80% of the welding work would be off site and 20% at the property. That occurring on the property would be conducted in an outbuilding to be constructed that will include a 2 bay garage and horse barn. Fire separation between the uses is planned and the building will meet fire code requirements according to Mr. Paolilli. The snowplowing portion of the business was discussed with Mr. Paolilli advising that he planned to operate 2 F250 type plow trucks. After discussion of the use described in the application and by Mr. Paolilli, Selectmen voted to approve it as a home occupation subject to planning board approval of use of the proposed outbuilding for the welding portion.

Home Occupation – Amy & Shawn Vonderhorst, 358 Matthews Road – Tax Map 38 Lot 17. Selectmen reviewed the application received July 5 seeking to operate a home daycare and learning center as a home occupation. After discussion, Selectmen approved the use as qualifying as a home occupation provided it can be accommodated within the square footage permitted by the ordinance and it meets other standards prescribed by the ordinance.

Election of Officers. Selectmen voted to elect member Bruce Tatro to serve as vice-chair and Nancy Carlson as recording secretary.

Minutes of Selectmen’s Meeting of June 28, 2006. Selectmen approved as written the minutes of their meeting of June 28th.

Capital Improvements Committee. Selectmen discussed nominations received to date requesting appointment papers be prepared for Dave Osgood, Victoria Barlow, Larry Crowder, Robert Beauregard and Deborah Davis.

Monadnock Regional School District. Selectmen approved a payment schedule for the district running from July to December 2006 – Attachment #1.

Carpenter Home. A trial balance sheet reflecting activity at the home through June 30th and receivables information were reviewed with Selectmen. Need to proceed with redesign of the septic system was discussed with Selectmen requesting water consumption data be provided to Tom Forest and a proposal for design services requested.

Roof Shingle Disposal charges – Golden Rod Grange Building. Bob McClure, Homestead Construction, who was hired by the Swanzey Preservation Society to re-roof the grange building, requested Selectmen waive the shingles disposal fee charged at the Town’s recycling center for shingles removed from the building. Selectmen declined to waive the disposal fee assessed.

Correspondence & Permits. Selectmen reviewed and executed the following:

- Open Container Permit 2006-01, Old Homestead Association.
- Correspondence to D. Osgood and C. Beauregard.
- Event Permit #2006-15, Cheshire Fair – fee waived.
- Correspondence to S. Prince – refund of Swanzey Lake Day Camp fees.
- Request to School District – feasibility of use of school vans for Carpenter Home field trips.
- Intent to Cut, Tax Map 89 Lot 1.
- Letter of congratulations to Rice and Carpenter Home Staff for deficiency free licensing in June.

Meeting adjourned at 8:15 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – July 12, 2006

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

Chairman Davis called the meeting to order at 6:09 p.m.

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

Carpenter Home. Selectmen reviewed a proposal dated July 11, 2006 voting to retain Forest Designs to complete the septic system design work for the home described.

NH Legislature. Selectmen met with Bill Hutwelker who introduced himself as a candidate for the NH Legislature to represent the district that includes Swanzey. He reported that he had been meeting with the Selectmen of the 4 town's in the district to gauge their concerns. Where to construct a new jail for the county was discussed. Hutwelker mentioned several efforts he would implement to improve communications with local officials. The idea of regionalizing at the county level district court prosecution and challenges of education funding were also discussed.

Zoning Board of Adjustment. Mr. Hutwelker, chairman of the ZBA, discussed with Selectmen issues that he viewed as challenges to the town's Zoning Board. He encouraged Selectmen to organize a board meeting to discuss concerns and the future of the town.

Upcoming Public Hearings. Public hearings to receive testimony regarding acceptance of Arrowcrest Drive as a town maintained highway and traffic regulations for streets in the North Project area as well as a location in the west village were scheduled for July 26th.

Street naming. Selectmen discussed street names within the town deciding to establish a working committee to include representatives of public safety departments to develop recommendations for names of streets within the town.

Old Home Day Parade. Selectmen discussed walking or riding in the parade and deferred making a decision until the day of the event.

Curb Cut Permit. Selectmen executed correspondence submitting a curb cut permit to the State of NH DOT for modifications to the intersection of Route 10 and California Street required by the ZBA's approval of the condo development proposed off of Owen Drive. Completion of improvements, and their cost, is the responsibility of the developer.

West Swanzey WWTP Discharge Permit. Initiation by EPA of the permit renewal plant for the town's facility in West Swanzey was discussed with Fox advising that in late July or early August she would coordinate a meeting for Selectmen with Sewer Commissioner so the board could be familiar with standards being proposed in the permit by EPA and

some of the impacts on users. Renewal of Keene WWTP permit is also currently being considered by EPA and a public hearing has been set for the City for July 27th.

Richardson Park. Selectmen were advised that water samples taken at the park taken Tuesday had bacteria counts higher than that permitted for swimming. Re-testing has been scheduled with results expected Saturday. In the interim, staff has implemented the state's recommendations posting the beach as not recommended for swimming. Lifeguards have also been removed from the beach as the water quality is not acceptable for swimming. That recommendation will remain in place until satisfactory test results are received. Selectmen requested mutual aid and the sheriff's department be notified of the recommendation.

Confirmations. The Selectmen approved the following appointments executing appointment papers:

- Capital Improvements Committee: Deb Davis, David Osgood, Victoria Barlow, Larry Crowder and Robert Beauregard.
- Trustee of Trust Funds – Jane Fortson.

Minutes of Previous Meeting. Selectmen approved as written the minutes of their meeting of July 5, 2006.

Upcoming Meetings. Selectmen requested that DPW Director Lee Dunham provide them with an update at their next meeting (July 26th) of on department projects. They also requested information on the cemetery road project across from Town Hall.

Vehicle Policy. Selectmen requested copies of the town's vehicle use policy.

Meeting adjourned at 8:30 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – July 26, 2006

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

The meeting was called to order by Chairman Davis at 6:05 p.m.

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

Capital Improvements Committee. Selectmen voted to appoint Robert Pinckney to the Capital Improvements Committee. Necessary paperwork will be prepared.

Trustee of Trust Funds. Selectmen voted to appoint and executed appointment papers for Paul Nikaforakis who will serve as a Trustee of Trust Funds until Town Meeting 2007.

Department of Public Works. Selectmen met with DPW Director Lee Dunham reviewing the following department matters:

- Reconstruction of approximately 700' of Ash Hill Road (from the point that the state reconstruction work ended to the vicinity of th Dexter's residence) currently underway was reviewed. Work includes excavation of existing road material and adding approximately 2' of new material and geotextile fabric to the road bed. This work will then be overlaid with pavement. On the balance of Ash Hill Road plans include shimming and some tree removal and then placement of a pavement overlay. When complete the road will be striped. Dunham's estimated cost for the Ash Hill Road work currently underway and planned is \$83,500. Selectmen authorized expenditure of up to \$85,000 on this project. Selectmen also voted, after receipt of a favorable recommendation from the DPW Director, to authorize withdrawal of funds necessary for the Ash Hill Road project from the expendable trust account for road rehabilitation, reconstruction and reclamation.
- Discussion of Department of Public Works matters was deferred until later in the meeting to provide an opportunity to conduct several public hearing posted and address other business.

Public Hearing – Acceptance of a Dedicated Street (674:40-a) Arrowcrest Drive.

Chairman Davis opened the public hearing at 6:30 p.m. to accept testimony regarding accepting this dedicated street as a town maintained highway. A memo from Fox outlining pending matters related to the road was reviewed. DPW Director Lee Dunham reported on a meeting that day with the project developer and work to date to develop a punch list of items requiring attention before the road should be accepted. Punch list items include top coat placement, stone check dam cleaning and some minor pavement edge repair particularly near the turn around. Security for the road and probably cost for completion of the outstanding items (including as built plans and the requirement that some security be retained for up to 2 years) was discussed. Selectmen set a bond renewal amount of \$50,000 for a term to run until September 1, 2007 or at least one year after placement of the top coat of pavement. Prior to the bond's expiration Selectmen advised they would

review the amount and road's condition. Selectmen also authorized staff to take action against the existing bond to secure the town's position if a new bond is not received by Friday, July 28, 2006. Selectmen voted to continue the public hearing to provide for a site visit on August 2 and to their next business meeting expected to take place August 16, 2006.

Public Hearing – Traffic Regulations. Chairman Davis opened the public hearing to consider various traffic regulations (see public notice) at 6:50 p.m. Present for the hearing were DPW Director Lee Dunham and Police Chief Rich Busick. The primary focus of the public hearing was traffic regulations in the area encompassed by the North Swanzey Project currently working toward completion but also included was the intersection of Main Street, Christian Hill Road, Homestead Ave and Railroad Street.

Speed limits in the North Swanzey area were discussed. After considering recommendations and testimony from the Police Chief and DPW Director the following actions were take by Selectmen:

- Voted to set a speed limit of 25 mph on Safford Drive, Page Court, Sunset Point Lake Shore Drive, Suburban Acres, Short Street, Pasture Road and Wilson Pond Road.
- Voted to set a speed limit of 25 mph on Park Street, North Maple Street, Elm Street, North Pine Street, Grove Street, Sylvan Way and Old Lake Street.

Truck traffic in the Wilson Pond area and problems with trucks getting confused entering and exiting Carlisle facility on Safford Drive were discussed. Selectmen, after considering the testimony of Police Chief Busick and DPW Director Dunham took the following action:

- Voted to post advisory “No Thru Truck” signs at Pasture Road, Wilson Pond Road and Suburban Acres.

Intersection control was discussed. After discussion Selectmen took the following actions:

- Voted to establish a 4-way STOP intersection at Safford Drive (east & south), Page Court and Wilson Pond Road.
- Voted to establish a 4-way STOP intersection at Main Street, Railroad Street, Christian Hill Road and Homestead Ave and further authorizing DPW Director Dunham to install a “STOP SIGN AHEAD” sign on Main Street if required under MUTCD.

No action was taken relative to intersections of Lake Shore Drive, Pasture Road and Wilson Pond Road.

The public hearing was closed by Chairman Davis at 7:05 p.m.

Non-public session – RSA 91-A:3IIb, Police Department Hiring. Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIb at 7:10 p.m. Present for the session was Police Chief Busick. Selectmen came out of non-public session at 7:25 p.m. voting by roll call to seal the minutes of the session until conditions within the employment offer authorized by Selectmen are satisfied.

Highway Safety Agency Grant Application – Regional DWI Saturation Patrols.

Selectmen voted to authorized town staff to make application (and execute forms necessary to submit the application) for up to \$480 in grant funding to allow Swanzey to participate in regional DWI Saturation Patrols. Selectmen voted to authorize accepting and expending, pursuant to RSA 31:95-b, any funds received under the application to fulfill its purpose.

Department of Public Works. Discussion of DPW matters continued:

- Chip sealing completed Monday was discussed. Roads chip sealed included California Brook Road (cold mix section) and Pebble Hill and Blake Roads. Dunham deferred chip sealing of Goodell Ave (which was on the schedule) as he felt the need was higher on Pebble Hill.
- Foxglove and Partridgeberry are scheduled for cold mix in early August.
- Work is ongoing to develop bid specification for reclamation of Base Hill Road. Tree and culvert work will need to be done on this road prior to reclamation.
- Forest Ave is scheduled for some repair work in August.
- Carlton and Whitcomb Roads are also scheduled for some road repair work.
- West Street Bridge work needs to be done and plans are for project engineers to meet with DPW staff next week to organize a list of pending items and determine how to proceed with the work.
- The Route 32 Shared Shoulder project is underway and expected to be substantially complete next week.
- Matthews and Eaton Road will be striped this year, but a date has not yet been scheduled.
- September work plans include culvert work on Winch Hill and Honey Hill Roads related to last October's flooding.
- Paving of the access road to the Mt. Caesar Cemetery and emergency access road to the Carpenter Home was discussed with Dunham advising, in follow up to a board inquiry, that cost of paving was approximately \$9,200. Whether alternative paving methods could have been used and the need to complete the job before Old Home Day was discussed. Selectmen voted, due to the multi-purpose nature of this portion of road, to split the costs associated with its improvement 3 ways with 1/3 being assessed to the Carpenter Home trust accounts, 1/3 to the Mt. Caesar Cemetery Road (Charles Carlton) trust account and 1/3 to the Department of Public Works operating budget.
- Selectmen voted to approve purchase of a subscription to a web based pavement management software application at an annual cost of \$ 1,920.
- Taking delivery on the new dump truck is anticipated any day.
- Department personnel are organizing and evaluating department equipment to determine if any should be considered "surplus" and put up for sale.

Mill K Proposal. Selectmen met with Jim Phippard, of Brickstone Mason, representing Emile Legere reviewing revisions to the development agreement discussed several weeks ago. After a review of the timetable established within the development agreement and a review of the plans, Selectmen voted to enter into the agreement proposed after correction

of a typographical error (plan date) noted on the agreement included in these minutes as – Attachment #1. Mr. Phippard advised he would arrange for execution of the agreement by Mr. & Mrs. Legere and then deliver a signed copy to the board for their execution.

Fire Department. Selectmen met with Fire Chief Sly Karasinski considering the following matters:

- Selectmen voted to approve expenditure of \$1,120 for pump testing and \$3,454.25 for repairs required to 27M1 (radiator related).
- Karasinski advised that much of the department's remaining foam had been utilized at a hay fire that week and that the Class B foam was approaching its expiration date. He will be pricing foam and anticipated requesting at a future meeting authorization from the board to purchase foam seeking to fund it from the tools and equipment expendable trust.
- He also reported that the brush truck assigned to Center Station may have a broken axle. Repairs are under evaluation.
- Karasinski noted that if a minibus or some similar transportation vehicle were available to the Carpenter Home it could be used during emergencies as an evacuation site or for other kinds of emergency transport in addition to recreational uses.
- Karasinski suggested Selectmen solicit an individual from the postal service to participate in the 911 street addressing working group.

E911 Coordinator. Selectmen discussed DPW Director Dunham's desire to relinquish the responsibility of serving as the town's E911 Coordinator requesting the position be posted within the town's public safety and emergency response departments to see if anyone is willing to serve.

Municipal Law Lectures. Selectmen decided to attend the lecture scheduled for September 27th in Jaffrey. Selectmen also authorized town sponsorship of dinner at Kimball's prior to the lecture for land use and other appropriate officials and staff who take advantage of this educational opportunity.

Acceptance of Donations toward Old Home Day – RSA 31:95-b. Selectmen voted to accept and expend pursuant to RSA 31:95-b donations of \$125 received from Gomarlo's Inc. and Tanoasis to be used toward trophies and other event costs.

Carpenter Home Accounts Receivable. Selectmen voted to waive late fees assessed for the month of June toward the account of resident SF.

August Meeting Calendar. The calendar for the month was reviewed and Selectmen set meeting dates.

Fire Department Generator Tank. Selectmen were advised that the initial report of soils testing had been completed by Enpro and recommended to NHDES that a Level I Site investigation be completed.

Minutes of Previous Meeting. Selectmen reviewed and approved as written the minutes of their meeting of July 12, 2006.

Meeting adjourned at 9:30 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – August 2, 2006

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

Chairman Davis called the meeting to order at 6:00 p.m.

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

Police Department – Police Standards & Training Grant, FBI Leadership Institute. Selectmen voted, pursuant to RSA 31:95-b, to accept and expend a grant award of \$ 1,383.19 from the Police Standards and Training Council to be used to help fund the cost associated with sending 3 officers to the FBI Leadership Institute to be held in September in Portsmouth, NH.

Carpenter Home. Selectmen amended, effective July 1, the HCBC rate for the home increasing (in accordance with state allowances) to \$ 2,100 a month.

Planning Board and Open Space. Selectmen discussed whether they should assume responsibility for serving as ex-officio member of the Planning Board deciding in September to begin to do so alternating the duty on a quarterly basis through the board's membership. Selectman Tatro will serve beginning in September. In addition, Selectman Davis advised she would be willing to serve as the Selectmen's Representative on the Open Space Committee. Selectmen expressed their appreciation for Francis Faulkner's willingness to continue to serve in these roles on behalf of the board while the board re-organized.

Mill K Development. Selectmen reviewed the agreement executed by Emile and Nancy Legere. Two additional items were noted including the fact that section 4.7 was not intended to reflect a requirement that 6" of material be used on the paths within the project. Project paths will be constructed of native materials. Selectmen were also advised that Exhibit A, the compensatory flood storage easement, would be completed when the "As built" plans were prepared. Selectmen confirmed their approval of the agreement and executing it on behalf of the Town – Attachment #1.

Richardson Park. Satisfactory water quality test were conducted July 27th.

Carpenter Home Transportation. Selectmen were advised that the district had responded negatively to the town's request to utilize its vans for special events for residents citing grant conditions preclude use for anything by MC2 related events.

Site Visits. Selectmen visited the following locations:

- Owen's Drive. Whether guardrail modifications should be consider at the intersection of California Brook and Owen's Drive was discussed.
- Talbot Hill Road (Class VI – Swanzey Lake end).

- 95 East Shore Road discussing concerns regarding zoning violations (travel trailer location) requesting investigation by Code Enforcement.
- Richardson Park.
- Tax Map 61 Lot 33(?) West Shore Road discussing concerns regarding zoning violations (travel trailer – 5th wheel style location) requesting investigation by Code Enforcement.
- Woodland Heights Drive and C L Lane. Concerns regarding driveway access for the Romano subdivision (proposed) were discussed. Excessive sand and gravel on the pavement of Woodland Heights Drive was noted.
- Arrowcrest Drive was viewed.
- Wilson Pond Road and Safford Drive were viewed. Concerns regarding a stump requiring removal of the edge of Safford Drive on the curved portion of the new section will be forwarded to the project's construction manager.
- The Route 32 shoulder project was also viewed.

Meeting adjourned at 7:40 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – August 16, 2006

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

Chairman Davis called the meeting to order at 6:10 p.m.

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

Town Hall/Fire Station Level I Site Assessment. Selectmen approved entering into an agreement with Enpro for NHDES required Level I site assessment authorizing Town Administrator Fox to execute agreements necessary with Enpro as well as documents necessary for the cost of the assessment to be direct billed to NHDES.

Continued Public Hearing - Arrowcrest Drive (Acceptance of a Dedicated Street 674:40-a). Selectman Davis opened the continued public hearing. It was noted that the requested bond extension had been received and placement of the top coat of pavement was anticipated in the next 30 days or so. Selectman Davis closed the public hearing. Consideration of acceptance of the dedicated street was deferred by the Board.

Recycling Center. Selectmen met with Solid Waste Manager Dave Krisch who reviewed with board members a memo outlining concerns related to the operation of the center's "free exchange" area – Attachment #1. Whether the area should be continued was discussed. Krisch advised he would initiate distribution of a flyer to recycling center visitors identifying some of the concerns with continued operation. Selectmen will consider providing an opportunity for public testimony regarding its continuation based on the informal feedback received from center users.

Proposed Subdivision – Robyn Romano property, C. L. Lane. Selectmen discussed with DPW Director Lee Dunham the proposed subdivision reviewing the plat, zoning ordinance requirements for a rear lot and the town's driveway regulations adopted in 2001 by the Planning Board. Concerns regarding needing to pre-plan (prior to subdivision) driveway accesses for new lots (particularly rear lots) were expressed by board members and Mr. Dunham. Selectmen requested action be deferred on the subdivision application and the public hearing for this subdivision be continued until this pre-planning (to ensure compliance with current regulations) is completed. They opposed approval of the subdivision in a conditional manner – i.e. subject to satisfactory design – expressing a desire to review and have input into the driveway plans before subdivision approval. Selectmen requested Town Administrator send a memo to the Planning Board detailing the board's discussion and concerns.

W.H. Development. A request from the developer to extend the current bond for the project an additional month to provide more time to address punch list and other pending items related to Phases IIa & IIb was discussed. Selectmen did not object to the concept of extension of the bond requesting that formal approval of the specific extension proposed be considered by the board at their 8/30 meeting. Road construction requirements for the project were reviewed with Selectmen requesting staff seek input from Town Counsel.

Talbot Hill Road – Traffic Analysis dated 7/26/2006, L. Rauseo, P.E. Selectmen discussed the recommendation of the traffic consultant retained by Canyon Estates developers requesting that a copy of the traffic report be shared with the state and transmitted with a letter expressing the board's desire that the state address recommendations #1 and #3. The board also expressed its support for relocation of the 40 mph speed limit zone to south of Hackler Drive.

Kendall Lane. Selectmen were advised that developers of this subdivision road had requested Selectmen consider bond requirements for its construction. The developer has submitted a construction sequence for the road and a cost estimate as well as a proposed deed. Selectmen authorized staff execution of a construction administration and observation services agreement with Underwood Engineers requesting plans and information received be forwarded to Underwood for their comments regarding project bonding requirements.

Base Hill Road Reclamation. DPW Director Lee Dunham reviewed with Selectmen draft bid specifications for reclamation and repaving of approximately 3,100 feet of road. Work done to date on culverts and tree and obstruction removal was reviewed. Selectmen approved proceeding to advertise the job immediately with final bid documents to be developed by Selectman Tatro and DPW Director Dunham.

DPW Equipment. Selectmen were advised that the new International Dump truck had been put in service. Operation of the truck to date has been favorable but DPW Director Dunham recommends addition of an exhaust brake as he feels it would benefit the truck (particularly during summertime use). Estimated cost of the exhaust brake modification is approximately \$1,000. Selectmen authorized proceeding with its installation.

Surplus DPW Equipment. Selectmen authorized advertising for sale the 1992 GMC with one way plow and wing (minimum bid \$ 5,000) and surplus grounds maintenance equipment (expected to include a Honda walk behind, push mower and 2 cub cadet riders).

Other DPW matters. Selectmen queried on the status of recruitment for the vacancy created by a June retirement from the department. Dunham advised he anticipated that effort would be initiated soon. Sweeping of the roads chip sealed will be scheduled shortly.

Ambulance & Paramedic Service. Selectmen discussed correspondence from Keene regarding paramedic service and the town's current ambulance service agreement with DiLuzio. Representatives of DiLuzio, the town's current ambulance service, are scheduled to meet with Selectmen 8/30. Selectmen requested staff query other towns to determine how they responded to the city's correspondence related to paramedic service.

Schedule Budget 2007/Town Meeting 2007. Selectmen were provided with a draft schedule with feedback regarding dates proposed requested at their 8/30 meeting.

Cheshire TV Board representative. The need to appoint a representative to the board was discussed with Selectmen requesting the position be posted and nominations sought.

Heating Oil 2006-2007. Selectmen reviewed the joint bid fuel results (Town and MRSD). Selectmen voted to accept the formula price bid of Cheshire Oil dated August 14, 2006.

Fire Department. Selectmen reviewed correspondence from Chief Karasinski requesting approval of 2 purchase (foam and software) to be funded through the expendable trust for tools and equipment. Selectmen approved the expenditures proposed designating the operating budget as their funding source. Funding from the expendable trust was denied as the board did not feel the purchases met the definition of tools and equipment.

Non-public session, RSA 91-A:3IIb – Fire Department. Selectmen voted unanimously by roll call to go into non-public session at 9:00 p.m. Selectmen came out of non-public session at 9:11 p.m. Selectmen approved, as recommended by the Fire Chief, hiring (probationary status) of Darren W. Naeck, Joseph K. McKeon and Tyler E. Boucher.

Correspondence, Permits and Other Matters. Selectmen reviewed and executed the following:

- Letter to Christian Life Fellowship regarding upcoming elections.
- CDBG grant close out agreement executed by Chairman Davis.
- Revised approval of the greenhouse tax exemption granted S. Bradeen for Tax Year 2006.
- Letter to NHDOT withdrawing the Mill K TE Project.
- Letter to NHDES authorizing SVE to submit a site specific and other necessary applications related to the development agreement between the Town and Legere executed several weeks ago.
- Excavation Tax Warrant - \$ 300.
- Certificates of Appreciation for Service to the Town as members of the Conservation Commission to Barbara Skuly, Walt Calkins, Ruth Pratt and Jean Blood.
- Letter to Goodnow (Tax Map 73 Lot 35) regarding applicability of the recent BTLA decision to current and past year taxes.

Meeting adjourned at 9:15 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – August 30, 2006

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

Chairman Davis called the meeting to order at 6:10 p.m.

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

Recycling Center. Selectmen discussed feedback collected by Solid Waste Manager David Krisch regarding closure of the free exchange. A complaint received regarding the proposed closure and a possible petition related to it, and other recycling matters, was relayed to the board by Fox. Selectmen voted to close the free exchange as recommended.

Carpenter Home. Selectmen discussed several matters related to the home adopting a revised position description for Caregiver I (incorporating housekeeping duties), policies regarding employee breaks and smoking and a discipline form – Attachments #1, 2 and 3.

DiLuzio Ambulance Service. Selectmen met with Fire Chief Sly Karasinski and Rob DiLuzio discussing the town's current agreement with DiLuzio for ambulance and paramedic service, correspondence and a contract proposal received from the Keene Fire Chief in July related to paramedic intercept service and mutual aid. Past and current practice of support (mutual aid) provided for fire, ambulance and paramedic service was discussed. How frequently the need for "back up" paramedic service might arise and whether mass casualty criteria or mutual aid might apply in those instances was discussed. Selectmen requested input from Town Counsel deferring action on the Keene paramedic proposal. Continuation of the town's contractual arrangement for ambulance service was discussed. Mr. DiLuzio provided Selectmen with a proposal to continue service beyond the current contract period (which ends June 30, 2007).

Base Hill Road. DPW Director Lee Dunham reviewed with Selectmen bids received for reclamation of the road. Two bids were received, Pike at \$81,221.40 and L & B Paving at \$77,080. Dunham recommended Selectmen accept the bid submitted by L & B Paving. Selectmen voted to award the project to L & B Paving subject to compliance with the conditions in the bid specifications. Dunham advised that he estimated the full cost to reclaim the road, including top coat paving to be placed next year and road striping, at \$100,000+.

Town Hall/Fire Station Heating Fuel Tanks. Selectmen requested an additional quote to install the needed tanks be obtained from Cheshire Oil deferring action until 9/6.

Talbot Hill Road – Class VI portion. Selectmen met with John Randall and John Caveney of Cersosimo Lumber reviewing a proposal to improve a section of this class VI road to facilitate logging on Tax Map 44 Lot 10. Correspondence from Randall dated 8/23 and 5/26 was reviewed. Randall described the work plan as putting the center section of

road back in place and eliminating water running down its center. Existing drainage will not be changed. DPW Director Dunham advised he was comfortable with Cersosimo's plans. Selectmen voted to authorize the improvements to a portion of Talbot Hill Road (class VI road) as described in sketches and correspondence provided by Cersosimo Lumber. Insurance requirements for work within the town right of way and whether demonstration of insurance should be required as a condition of granting permission to work on a class VI road was discussed. It was agreed to seek advice of LGC and work toward development of a policy to be applied to work proposed on town roads and right of ways.

Woodland Heights Development (WH Development). Selectmen met with Eugene and Bonnie L'Etoile discussing the development project and work completed to date. Weight slips from paving of Phase IIa were provided to DPW Director Dunham. A one month extension of the current letter of credit, moving its expiration date to 10/23/2006, was provided to Selectmen. Selectmen voted to accept the one month extension. It was noted that Gar-Wal will be doing hydroseeding for the project. Phase II punch list items were discussed and L'Etoile's advise they expected work to begin on those items next week. Paving of the last section of C.L. Lane is being delayed by NHDOT (who must issue a permit to allow paving to connect to Flat Roof Mill Road). DOT officials advise that review of the plans for paving could take up to 60 days and developers requested Selectmen ask the state to expedite their review so that work may be completed before inclement weather hits. Selectmen requested DPW Director Dunham follow up with NHDOT expressing concern and asked a letter to NHDOT be prepared for the board's signature. Mrs. L'Etoile advised that all Phase IIa lots were either sold or under contract. Construction of the road required for Phase III may be deferred until some of the lots in Phase IIb have sold. The development agreement for the project will be reviewed to determine whether extension of any of the dates (to accommodate a slower development schedule) will be reviewed. Time frames for items such as placement of final top coat may require amendment to allow for a slower timetable for the development. Project developers requested DPW Director Dunham issue a letter of acceptance for the modified gravels used in the road base (versus crushed) and a letter approving modified plans developed for C.L. Lane improvements. Other issues pending with the project including depth of base course pavement were discussed and still require resolution. Variance between the plans approved by the Planning Board and the requirements of Selectmen were discussed. T.F. Moran has advised L'Etoile's that 2 1/2" of pavement meets NHDOT specifications for rural roads and they object to consideration of increasing that requirement to 2" of base course pavement. Selectmen requested documentation supporting that statement by T.F. Moran. A future meeting date to address pending issues prior to expiration of the Letter of Credit (10/23/2006) was discussed with L'Etoile's advising they were not available 9/20.

NH Route 32 Sidewalk/Shared Shoulder Project. DPW Director Dunham requested authorization to remove several trees in the project area (north of R & R Communications) damaged during construction. Selectmen approved expending up to \$5,000 of the project budget for tree removal subject to NHDOT approval of including the change order within the initial project scope making the work eligible for 80% reimbursement.

Cemetery Tree Removal. Quotes for removal of hazardous trees at Mt. Caesar Cemetery and its entrance, one tree at Mountainview Cemetery and one tree at Oak Hill Cemetery were reviewed by Dunham. Phil's Tree Service provided a quote of \$11,975 (versus Timber Products quote of \$14,200) for the work identified. Dunham advised that Phil's Tree Service's quote could be reduced by \$3,300 if town personnel cleaned up the large tree parts and limbs. Cost for work in Mt. Caesar and Mountainview Cemeteries is estimated at \$8,200. Selectmen authorized proceeding with the tree work outlined voting to withdraw funds for the work required at Mt. Caesar and Mountainview Cemeteries from the Charles Carlton Mt. Caesar Cemetery Trust Fund.

Reconstruction of former Madrigal garage for DPW vehicle storage. DPW Director Dunham requested conceptual approval to reconstruct the garage acquired as part of the relocation of Wilson Pond Road along the east line of the DPW property. Selectmen granted conceptual approval requesting that specifics regarding the project's funding requirements be developed for their consideration.

Kendall Lane. Selectmen discussed cost information received and reviewed requirements of the subdivision regulations related to security for the proposed road. After consideration of the cost estimate provided by developers, receiving concurrence from Underwood Engineers with the cost estimate and review of the regulations, Selectmen determined that the letter of credit or bond provided should be in the amount of \$60,000 to include the estimated cost of construction, monumentation and cost of periodic inspections.

Cheshire Fair Association. Selectmen signed off on amendment, in accordance with the 2004 Settlement Agreement, to the CFA taxable/exempt assessment – Attachment #4.

Digital Postage Meter. Selectmen approved purchase of a new meter for the Town. Upgrade to digital is required by year end to conform to postal service regulations.

MS-1. Selectmen executed a request to DRA for a September 15th extension to the MS 1 deadline.

Investment Policy. Selectmen re-adopted policy governing investments by the Town Treasurer – Attachment #5.

Town Meeting 2007. Selectmen approved the schedule for Town Meeting/Budget 2007 – Attachment #6.

Minutes of Previous Meeting - August 16, 2006. Selectmen approved, as written, the minutes of their meeting of 8/16/2006.

Cheshire County Jail Site Selection Process. County Commissioner Roger Zerba met with Selectmen advising that another site in Swanzey, the Collier Property at 244 Old Homestead Highway, had been identified as a location for the new county jail. The county has not yet entered into negotiations with the property owner for its acquisition but

commissioners intend to request that authority from the delegation on September 11th. Selectmen expressed their dismay that the County would consider a site in the town's tax increment financing district expressing concern about both the impact the use would have on the TIF plans as well as its other impacts on the town. The town's investment to date in infrastructure in that area, aimed at attraction of commercial, industrial, economic and employment opportunities to improve the town's economic future was discussed as length by Selectmen. Selectmen requested that the County Commissioners defer proposing a jail site until after the November election when voters will have an opportunity to weight in on the issue. The concern that the County was focused on Swanzey as a location for its new jail because the town did not have sufficient political clout in the delegation to prevent putting the jail in Swanzey was expressed by Selectmen. Impacts of a jail facility on existing traffic problems, schools and emergency services were discussed. Selectmen expressed their hope that delegation members would give full consideration to all the issues involved in locating jail and not rush to accept this site.

Non-public session – RSA 91-A:3IIb, Recycling Center. Selectmen voted unanimously by roll call to go into non-public session to consider hiring of an assistant solid waste manager at 9:30 p.m. Selectmen came out of non-public session at 9:35 p.m. voting to seal the minutes of the session until the conditions of the offer of employment were satisfied.

Correspondence, Permits and other matters. Selectmen approved the following permit applications:

- Event Permit 2006-17, Eastern Draft Horse Show.
- Event Permit 2006-18, Endurance Multi-sport Foot Race.

Meeting adjourned at 9:45 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – September 6, 2006

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

Chairman Davis called the meeting to order at 6:10 p.m.

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

Cheshire County Jail Site Selection. Selectmen discussed feedback received from residents regarding the county proposal to consider a site within the town's industrial park for the county jail. Selectmen's continued opposition to the proposal and the need to encourage others to express their views to county officials was discussed. Plans to attend the county delegation meeting on Monday, September 11th were also discussed.

Heating Oil Tanks Town Hall. Selectmen were advised that a third quote for the work needed had been obtained from Cheshire Oil, \$3,350. Selectmen voted to award the work to Pinney Plumbing and Heating which had provided the lowest estimate for the tank installation required.

Land Use Change Tax Penalties – ATA Construction. Selectmen reviewed recent land sales discussing the market value of a 4 lots within the Woodland Heights Subdivision recently purchased by ATA Construction. Selectmen set a market value of \$ 52,000 per lot on each of the lots. Land use change tax was set at 10% of market value plus recording fees.

Keene Knights. Selectmen reviewed correspondence from Keene Knights football organization requesting permission to utilize the Brown Field baseball field and lights for practice later this fall. Email from DPW Director Dunham outlining work planned at the field this fall was also reviewed. Selectmen decided, given that maintenance work was planned, that the field could not be made available this fall.

Sale of Surplus Municipal Equipment – 1991 GMC. A sealed bid received was opened. After discussion, Selectmen voted to award the vehicle bid to Howard Smith who bid \$5,000 with transfer of ownership of the vehicle to occur at the convenience of the DPW Director who was authorized to execute on behalf of the town paperwork necessary for the sale of the vehicle.

Citizen Concerns. Selectman Carlson advised board members that a resident had contacted her expressing concern about a road race the previous weekend and runners on Swanzy Lake Road. The concern focused on the safety of runners and the impact of that activity on traffic.

MS -1. Selectmen executed the MS-1 Summary of Valuation for Tax Year 2006.

Fire Department. Selectmen met with Fire Chief Sly Karasinski and Captain David Page reviewing draft department rules and regulations related to organization. Within the working group established by Selectmen there was consensus regarding much of the draft proposal. Agreement could not be reached on whether establishment of deputy chief positions was necessary with captains feeling they could lend more assistance with department matters and Chief Karasinski and Town Administrator Fox for reasons that included supporting creation of those positions for reasons that included allowing distribution of responsibilities, clarify the chain of command within the department and assisting in meeting the administrative, training, planning and other needs created by growth within the town. The need to consistently manage a large base of volunteers and be able to ensure redundancy in the organization so that it can still operate effectively if a piece is missing was discussed. Details of possible duties and alternate command structure configurations were discussed. Department needs including conducting more department wide training, documenting training, providing incentives to personnel that encourage training and ISO requirements were discussed. Development of position descriptions was discussed. Use of command staff and assignment of command staff was also discussed. Data on fire departments statewide was reviewed. Selectmen requested data be compiled on similar sized communities that related to their organizational command structure and that an opportunity to meet with Paul Szoc be scheduled either on September 20th or October 4th.

Correspondence, Permits and Other Matters. Selectmen reviewed and executed the following correspondence:

- Letter to NHDOT regarding curb cut permit for C. L. Lane and Flat Roof Mill Road.
- Letter to CFA regarding 2006 apportionment of assessment.
- Letter regarding assessment of late fees and penalties for a Carpenter Home resident.

Consideration of Minutes of Previous Meeting – August 30th. Selectmen reviewed and approved as written the minutes of their meeting of 8/30/2006.

Meeting adjourned at 9:00 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – September 20, 2006

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

Chairman Davis called the meeting to order at 6:05 p.m.

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

Kendall Lane Subdivision. Selectmen reviewed a proposed development agreement laying out a schedule for completion of improvements required for the subdivision as well as provision of security for those improvements. Selectmen requested several modifications. The revisions proposed will be reviewed with Town Counsel and then forwarded to project developers.

Public Hearing – RSA 31:95-b, Department of Justice Regional Prosecutor Program grant and Police Special Duty 2006. Chairman Davis opened the public hearing reading the notice provided.

Regional Prosecutor Grant. Chief Busick provided board members with background information on the grant application initiated several years ago. The award received, \$296,168, will provide supplemental funding for the RPA program over 3 years allowing the program to be level funded by current participants. Whether additional communities may be admitted to the program will be considered in the future. Assumption of the program by the county to allow it to serve all communities is also still being investigated. The grant award will provide for additional staffing, equipment and some minor building renovations (to provide for records storage). Administrative support in the form of quarterly financial reports and semi-annual reports will be required. Busick expressed his appreciation for the support the town's application received from Senator Gregg and Congressman Bass.

Police Special Duty. Expenditures to date and revenues remitted were reviewed. Fox estimated that 2006 revenues would be in the area of \$30,000 to 35,000 and offset the service's cost. Selectman Davis closed the public hearing.

Selectmen voted, pursuant to RSA 31:95-b, to accept and expend grant funds awarded by Department of Justice in the amount of \$296,168 in support of the Regional Prosecutor Program. Selectmen also voted to accept and authorize the expenditure of special duty police revenue which will offset the service's cost.

RCC and Planning Grant Funds. Selectmen discussed allocation of the grant funds awarded the region for pandemic planning advising they felt distribution should be linked to community size and planning effort required.

Police Department. Chief Busick advised Selectmen that department personnel were doing a good job while being challenged by an increasing department case load. Other town's case loads are increasing too. YTD the department has recorded 95 reportable

accidents. He advised addition staffing requests would be part of his 2007 budget submission.

Free Exchange. Selectmen met with Mr. Bowen, of Base Hill Road, who expressed support for the Recycling Center Free exchanged closed a few weeks ago. He advised members he had submitted some petitions in support of the center providing an additional petition. He felt the town should support “free exchange” as it provides an opportunity to acquire items such as tools, ice skates and bicycles for town’s residents. He advised he would be willing to serve as volunteer at free exchange suggesting that the Town consider relocation of the center or limiting to one day a month as alternatives to closure. He also felt that the town should sort its own metal pile instead of allowing a vendor to separate and market the metal. Selectmen requested staff investigate what other towns might be doing in the area of “free exchange” suggesting a query on PW Net. Concern was also expressed by Mr. Bowen about standardization of demolition materials disposal fees.

Cub Scout Pack 297. Selectmen met with Ray Thompson and his son Carl who requested permission to fly a flag given to the Pack by Command Sergeant Major Larry Hobbs and was flown during operations in Iraq. As a citizenship project, the pack is working to fly the flag at the seats of government of the Town of Swanzey, Cheshire County, State of NH and US Capitol. They then intend to return the flag to CSM Hobbs as a retirement gift. Selectmen approved flying of the flag at Town Hall and agreed to support the project with a certificate commemorating flying of the flag and expressing appreciation for CSM Hobb’s interest in our Town’s youth.

Cheshire County Jail Site Selection. Selectmen discussed the citizen’s group meeting held earlier in the week and the upcoming informational meeting being organized by the County Commissioners (October 3) at the High School. Selectmen voted to support construction of a new county correctional facility at property currently owned by the County in Westmoreland.

Owens Drive. Selectmen were advised that a draft deed and cost estimate for top coat paving had been received. Need to ensure security for both the top coat of pavement as well as ensure that the road and drainage facilities are satisfactorily constructed was discussed.

City of Keene Paramedic Intercept. Feedback from town counsel regarding the draft agreement proposed by the City was discussed. Selectmen requested staff respond to the city requesting that the proposal be amended to provide for only back up paramedic intercept (as DiLuzio is currently under contract for this service as initial provider) and insurance provisions be modified.

DiLuzio Ambulance Proposal. Selectmen reviewed town counsel’s comments and were advised that efforts to align the DiLuzio proposal received several weeks ago to follow this format had been initiated. Action on this item was deferred.

Voluntary Merger – W. Felton, Eaton Road. Selectmen approved voluntary merger of Tax Map 40-2 and 40-3-2 into one lot of record subject to completion of the necessary application by Mr. Felton.

Land Use Change Tax Penalties. Selectmen authorized staff to solicit proposals for professional services related to the establishment of penalties for parcels not conveyed as single family home sites.

Department of Public Works. Selectmen were advised that DPW Director Dunham had requested they be informed that the new truck had been returned with 6 wheels and that reclamation of Base Hill Road was scheduled for the week of October 3. Selectmen requested the department issue a press release advising the public of the impending work on Base Hill Road.

Upcoming Meetings. The October calendar was reviewed with Selectmen setting meeting dates during the month. A request from fire department officers to meet was discussed and tentatively scheduled for early October.

Request from MRHS to Purchase an Additional AED Unit. Selectmen reviewed a request from School Nurse J. Bohannon to purchase through the town's Fire Department an additional unit for the High School. Selectmen authorized purchase of a unit through the town voting to accept and expend, pursuant the RSA 31:95-b, from the district funds to offset the unit's cost estimated at \$ 750.

Minutes of Selectmen's Meeting of September 6, 2006. Selectmen reviewed and approved as written the minutes of their meeting of September 6th.

Non-public Session, RSA 91-A:3IIa & c – Personnel. Selectmen voted by roll call to go into non-public session pursuant to RSA 91-A:3IIa & c at 8:20 p.m. Selectmen came out of non-public session at 8:45 p.m. voting by roll call to seal the minutes of the session until resolved.

Correspondence, Permits & Other Matters. Selectmen reviewed and executed the following:

- Event Permit #2006-18, Motorcycle Swap Meeting amending the event attendance to 5,000 and increasing its permit fee.
- Raffle Permit #2006-12, Jack & Jill Nursery.
- Intent to Cut, Tax Map 45 Lot 22-3 and 22-5.
- Land Use Change Tax Invoices of \$ 5,216.39 each for Tax Map 14 Lot 4/31, 4/34, 4/42 and 4/45.

Meeting adjourned at 8:50 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – October 4, 2006

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

Chairman Davis called the meeting to order at 6:05 p.m.

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

Cheshire County Jail Site Selection Process. Robert Beauregard met with Selectmen asking whether they would participate with the Cheshire County Citizens for Jail Resolution in funding of legal costs associated with any actions by the delegation to usurp the authority of the commissioners. The citizens group has discussed with several lawyers possible avenues of action. Selectmen advised they would query town counsel regarding legal options that might be available and get back to the citizen's group on whether or not they would consider providing financial support to legal action that might be initiated by the citizens group.

Recycling Center. Selectmen met with Solid Waste Manager David Krisch who introduced board members to the newly hired Assistant Solid Waste Manager Stephen Stewart. The board's decision in late August to discontinue the "free exchange" area and petitions related to its discontinuance received in mid-September were discussed. Options suggested for continuing the "free exchange" were reviewed including opening it on a schedule such as a day a month or relocation of the operation which would require building a new structure and possible additional staffing to monitor it. Free exchange operations at other centers in the area were discussed. Walpole's operation is in a box car and staff by volunteers and Marlborough has an operation which includes mostly books. Krisch advised that a future facility might be able to better accommodate free exchange activity but the issues of liability for items taken, quality control, people who take for re-sale and how to ensure the free exchange operation is safe and efficient still require addressing. Since the area's closure, some have queried and when the reasons are reviewed with residents most seem to understand why the exchange was discontinued. Selectmen re-affirmed their August 30th decision to discontinue the "free exchange" area. Whether it is cost effective for the town to invest labor into separation of the center metal pile was discussed. Krisch advised, while staff did some separation "cherry picking" the pile, he did not feel it was cost effective to invest the labor to fully separate and market the individual metal commodities.

Department of Public Works. Selectmen met with DPW Director Lee Dunham discussing the following department matters:

- Pavement depth in the W.H. Development Subdivision. Selectmen discussed with DPW Director Lee Dunham specifications approved for road construction within this development by the planning board calling for 1 ½ base pavement and 1" top course. T.F. Moran has provided information supporting their view that the depth is adequate for this type of road. Dunham advised that, in his research, he has not

seen any formal specifications that call for less than 3" of pavement. In addition he expressed concern that geo-textile fabric called for in the plan might not have been installed under the rip-rap in Phase Iib. Selectmen discussed options that might be considered by the town if pavement depth of 2 ½" was accepted by Selectmen including longer security after placement of the topcoat to ensure that the road's construction is adequate, certification from the developer's engineer that the road has been built in accordance with the plan and increased pavement depths for Phase III. When winter maintenance might begin on Phase Iib was discussed with a decision deferred until more is known about winter conditions expected at the intersection of C.L. Lane and Flat Roof Mill Road.

- Meeting with Gene & Bonnie L'Etoile (W.H. Development). Selectmen and Dunham met with Gene and Bonnie L'Etoile discussing issues related to the development, its road and security provided to the Town. Status of review of the punch list items was discussed with Dunham advising he recommended the status of items on that list be resolved, as well as confirmation by the developer's engineers that Phase Iib has been built to plan be received, before acceptance of the roadway be further considered. Whether the development agreement precluded sale of lots in Phase Iib prior to conditional acceptance of the road was discussed and after review of the agreement consensus was reached that sale of lots was not precluded as long as security for the road improvements was held by the town. Road specifications adopted by the Selectmen, the subdivision regulations and those included in plans approved by the Planning Board were discussed at length. Selectmen expressed their view that approval by the Planning Board of a plan with less than 3" of pavement depth was an error and that error should be corrected. After discussion, Selectmen voted to proceed with plans that allow the project's roads to be constructed (Phase Iia, Iib & III) with a pavement depth of 2 ½" provided that the road bed's finished gravel phase include 6" of crush gravel (not modified) versus the 4" of crushed gravel included in the planning board approved plans and the roads meet all compaction and other testing standards during construction. Continued security for the roads, drainage and other infrastructure related to the development (including the work required on C.L. Lane) was discussed with developers Gene and Bonnie L'Etoile advising they planned to renew the existing letter of credit of \$300,000 for an additional 2 years (until October 2008) as security for work completed or pending related to Phase Iia and Phase Iib including that work necessary on C.L. Lane. Selectmen advised renewal of the existing letter to provide security for Phases Iia & Iib would be satisfactory to the board and needs to be received by the Board in advance of the current letter's expiration. Before work can be initiated on Phase III the developer will need to meet with Selectmen and review its security requirements.
- Garage at DPW (24' x 42' - former Madrigal garage). DPW Director Dunham provided the board with a foundation (Alaskan slab) estimate of \$6,150. Selectmen requested some additional pricing from several vendors.
- Brown Field. DPW Director Dunham proposed re-building of the field to reduce the bowl of the infield created by years of dragging in preparation for games. As Dunham has talked with Gar-Wal about the work proposed, Selectman Davis did

not participate in discussions. Dunham proposed cutting out the sod in the field, re-leveling and aerating and over seeding of the field. He has obtained a quote from Gar-Wal of \$9,000 to do work on the field with the support of DPW personnel and equipment. Selectmen requested additional pricing be sought from other vendors. The question of why recreational activity opportunities were limited at this field primarily to softball was raised by Selectman Carlson. Whether the board should initiate efforts to expand the utility of this recreational facility was discussed.

- Route 32 Shared Shoulder (sidewalk) project. Dunham advised that the project was substantially complete but that tree work was still pending. Funding of that tree work through the project has been approved by NHDOT.
- West Street Bridge Project. Pending on this bridge project substantially completed last fall is installation of the guardrail, curb and top course of paving. Prices for guardrail have been solicited and HTA recommends awarding the work to CWS at a cost of \$14,750 to be funded 80% by the state through the municipal bridge program and 20% by the town (capital reserve account for town bridges). Selectmen affirmed HTA's recommendation to award the work to CWS. Action on the top course of pavement is most likely going to be deferred until 2007 as the project contract needs to perform some warranty work related to the bridge approaches and the seal between the bridge and the road.
- Road surface work plans 2006. Dunham advised that work on Whitcomb Road adding mix by grader shimming was completed by the department. Due to lack of funds available in the asphalt budget line work initially planned for Carlton and Cobble Hill Roads was likely to be deferred. Work on Base Hill Road's reclamation has begun and should be complete by the end of the week. Selectman Tatro advised that Keene DPW had a drag box that the town's department could utilize if needed in the future.
- IWORKS. Dunham advised he had begun working on the pavement management system and that time would need to be invested into the system's database to improve its outputs.
- Street signs. Signs, such as the 4 way stop on Main/Christian Hill/Railroad Street and Homestead Ave, have finally been delivered to the department and would be installed over the next few weeks.
- Resignations. Selectmen accepted the resignation of DPW employee David Vito. Mr. Vito's last day of work will be October 5, 2006. Dunham advised that he would be placing an ad recruiting candidates for the department's 2 vacancies in the near future.

Kendall Lane. Selectmen reviewed and executed the development agreement – Attachment #1 – for the subdivision road. Form of the letter of credit, to be in the amount of \$60,000, as illustrated by Attachment #2 was approved by the board. Board authorized work on the road to begin once the original letter of credit, conforming to the form approved by Selectmen, was received.

Town of Swanzey v. Delbert A. Buckley. Selectmen met with CEO Weston reviewing the order approved by the court. Selectmen expressed support for initiation

by the town of action to bring the property into compliance if Mr. Buckley does not within the timeframe provided by Judge Sullivan's order. Selectmen requested prices for removing the vehicles, vehicle parts or other items of junk being kept in violation of the June 26, 2006 Order be collected for board consideration in early November.

Scott SCBA expenditures – Fire Tech & Safety Invoice #71068. Selectmen approved, acting upon the recommendation of the fire chief, funding the equipment expenditures totaling \$906.22 from the expendable trust established for fire department tools and equipment.

Minutes of Meeting of September 20, 2006. Selectmen approved the minutes of their meeting of September 20, 2006.

Site Investigation at Town Hall/Fire Station. Selectmen reviewed the proposal from GeoInsight requesting Brackett Associates be contacted to see if they were interested providing a quote for the work required.

Carpenter Home. Selectmen approved establishment of a semi-private (private pay) room rate of \$2,000 effective October 1, 2006. Plans for the replacement septic system have been received and staff will initiate efforts to obtain pricing for system replacement.

Burning Bushes & Invasive Species Laws. Concerns have been recently expressed about burning bushes on town properties and the addition of this species (1/1/2007) to the state's invasive species list. Information regarding recommended best practices will be collected for the board before proceeding to consider the concern. Addition to the invasive species list precludes sale of burning bushes in NH after 12/2006.

Non-public session – RSA 91-A:3IIb, Fire Department. Selectmen voted unanimously by roll call to go into non-public session pursuant to RSA 91-A:3IIb at 9:09 p.m. Selectmen came out of non-public session at 9:12 p.m. Selectmen approved hiring of Kelson Mulcahy as a volunteer firefighter for the Town.

Non-public session, RSA 91-A:3IIa & c – Personnel. Selectmen voted unanimously by roll call to go into non-public session at 9:13 p.m. Selectmen came out of non-public session at 10:50 p.m.

Fire Department Organization. Selectmen requested position descriptions for fire chief and deputy chief or chief(s) be prepared for review at their next meeting concurring that department re-organization should include at least one deputy chief's position to define with responsibility for overall department operations in the absence of the chief.

Correspondence, Permits and Other Matters. Selectmen reviewed and executed the following:

- Appointment papers for Robert Eccleston II, full time police officer (probationary status). Mr. Eccleston is expected to begin work October 16, 2006.
- Raffle Permit #2005-13.
- Selectmen expressed regret and extended condolences to the Chamberlain Family for the passing of retired Swanzey Police Department dog Argo.

Meeting adjourned at 10:50 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – October 11, 2006

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

Chairman Davis called the meeting to order at 6:10 p.m.

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

Permit To Trap. Selectmen voted to authorize Chairman Davis to execute permits to trap for Map 57 Lot 124, Map 56 Lot 4 and Map 38 Lot 22 for A. Whipple.

Cheshire County Jail Site Selection. Selectmen met with Bob Beauregard in follow up to previous week's discussions regarding town participation in funding of legal counsel with Cheshire County Citizens for Jail Resolution. The economic loss to the community and its schools if the Bardwell site is selected as host for the jail was discussed at length. Beauregard advised that the Cheshire County citizen's group had decided to retain Mark Fernald. How to work together was discussed. The fact that the county has well documented its ownership of a suitable site for the jail facility in Westmorland and has wasted significant resources pursuing alternative sites was discussed at length. Selectmen decided to authorize town counsel to work collaboratively with the Citizen's group counsel focusing on whether errors in the process utilized by the county commissioners and delegation can delay the process to provide time for county voters (through the election in November) to have a voice in the decision. The Selectmen did not agree to participate in funding of the Citizen's group legal counsel. Selectmen voted to instruct town counsel to work collaboratively with Cheshire County Citizens for Jail Resolution to investigate procedures related to the actions on the jail construction and site selection with the goal of seeking an injunction or other similar legal method to defer action by the County. Vote was unanimous.

Citizen Concerns. Armand Bedard met with Selectmen query what citizens could do to stop the jail. Selectmen encourage contact by residents with members of the commission and delegation. Legal options are being investigated as well.

Fire Department Officers. David Page has requested, on behalf of some department officers, to meet with Selectmen. Selectmen advised that board efforts are currently focused on the issue of department re-organization and options to do so. They discussed their upcoming meeting with Paul Szoc (SWNHMA) and requested Fox advised Page that Selectmen would meet with officers to allow an opportunity for comments regarding the department's organization structure asking that those comments be submitted in writing prior.

Use of Computer Resources. Possible inappropriate use of these resources was discussed with Selectmen reviewing a memo to be sent, with town policy, to all employees and volunteers with access to town owned systems.

Owens Drive. Selectmen met with Attorney Michael Bentley and road developer Larry Koch to discuss bonding and other matters related to the proposed town road constructed this past spring and summer. Mr. Koch reviewed with Selectmen revised as built plans. Attorney Bentley expressed concern regarding correspondence from the board dated October 4th advising of continued security requirements associated with the road project as they felt that they would only be required to provide security for and until the top coat of pavement was placed. Based on the developer's cost estimates that security amount would be \$13,500 versus the \$33,000 suggested by Selectmen's correspondence and would be required to be held in place a much longer time. Minutes of previous meetings were reviewed by Bentley who attributed the Selectmen's recommendation to the influence of engineers hired by the town to ensure it remains protected. Security provisions in current subdivision regulations (unchanged since the late 1980's) establishing a period of up to 2 years were reviewed. Bentley expressed his view that the town was applying new rules to the developer and that he did not feel that holding security for up to 2 years was necessary since the town had required engineering inspection during the road's construction. After further discussion Koch agreed to post security for 2 years from the date of completion of placement of base course pavement established as July 1, 2006. Tatro proposed that security be in the amount of \$15,000. The Board concurred. Selectmen voted to authorize Fox upon receipt of a new letter of credit in the amount of \$15,000 to release to the developer the existing letter of credit for \$100,000 now held by the town and good until March 1, 2007. Koch queried when the town would layout the new road requesting he be advised if any issues, beyond approval of the deed by town counsel, remain outstanding.

Brown Field. Selectmen reviewed an estimate for work at the field from SUR requesting that GarWal submit a written estimate as well. Selectman Davis abstained from this discussion.

Reverse 911 System. Selectmen discussed correspondence from Tom Warner regarding the district's system requesting it be forwarded to EMD, Fire Chief and Police Chief and they coordinate meeting with Mr. Warner and keep the board updated as necessary.

Reimbursement Requests. Selectmen approved payment of a reimbursement request from EMD Bohannon for expenses related to attendance at a meeting in Gorham, NH. Selectmen suggested development of a per diem style policy for meals and other similar travel expenses.

DES. Selectmen voted to authorize Solid Waste Manager David Krisch to sign contracts on behalf of the Town with respect to grant contracts with NH Department of Environmental Services.

Consideration of Minutes of Previous Meetings. Selectmen amended approval of the minutes of September 20th correcting a typographical error on page 3 to correspond with the section title Non-public session, RSA 91-A:3IIa & c. Selectmen also voted by roll call to seal indefinitely the minutes of the non-public portion of their meeting of October 4th

under RSA 91-A:3IIa & c. With that notation, Selectmen approved the minutes of their meeting of October 4, 2006.

Meeting adjourned at 8:50 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – October 18, 2006

Present were Selectmen Bruce L. Tatro and Nancy L. Carlson. Selectman Deborah Davis arrived late. Also present was Town Administrator Elizabeth Fox.

Vice-chairman Bruce Tatro called the meeting to order at 5:45 p.m.

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

Fire Department Organization - SWNH Fire Mutual Aid. Selectmen met with Director Paul Szoc who shared with the board his opinions (not those of the Mutual Aid board) based on 31 years of experience in the emergency services area on effective fire department practices. Mr. Szoc noted that Swanzey was one of the largest towns serviced by the mutual aid system. Successful fire service operations and success as a fire chief is a time consuming process. Many towns have move to full time chiefs and he sees more moving in that direction. The fire service is no longer just about putting out fires but requires administration, budget skills, grant writing personnel management and other functions which are hard to fill on a part time basis. Many of the towns smaller than Swanzey such as Jaffrey, Rindge, Peterborough, Bellows Falls, Hillsborough, Newport and Putney have full time chiefs. Some have other full time personnel as well. Szoc saw the need for a clear chain of command and 2nd in command focused on department wide goals of service and safety. Nationwide retention of volunteers is becoming more problematic and doing so successfully requires more administrative support. Administrative structures prevalent in most of the department he deals with include some sort of deputy or assistant chief position. Department focus versus station or company focus was discussed with Szoc encouraging efforts to develop a single identity for the fire department and giving consideration to ideas such as a common call numbers for trucks. He has seen much progress toward a unified department over the years and that progress should be built upon. Szoc advised selectmen that a minimum training level of Firefighter I should be required of all personnel. Selectmen requested Szoc's assistance in collecting sample position descriptions and he advised that he could provide some feedback to the board in the next few weeks. Selectmen Davis arrived during discussions with Szoc.

Cheshire County Jail Site Selection Process. Selectman Carlson advised that Fred Parsells had contacted her advising that city officials did not object to placing the jail within Keene and had suggested at least 8 sites meeting the county criteria.

Public Hearing – RSA 31:95-e, Police Department Donation of Photography related equipment. Chairman Davis opened the public hearing at 6:35 p.m. reading the notice provided. Memos from the chief detailing the equipment donated by Cannon including 2 cameras and a scanner were reviewed. Chairman Davis closed the public hearing at 6:37 p.m. Selectmen voted to accept the donated equipment with an estimated retail value of \$1,000.

Site Investigation – Town Hall/Fire Station. Selectmen reviewed a proposal from Brackett Geosciences voting to contract with Brackett for the required work. Selectman Tatro advised he had some type of machine that could be of assistance locating the water lines near the building is precise location was required.

NH Department of Environmental Services. Selectmen voted to rescind authority granted October 4th to Solid Waste Manager David Krisch to apply for NHDES grants.

Brown Field. Selectmen Tatro and Carlson reviewed proposals for field work from SUR and Gar-Wal. After reviewing the scope of work in each proposal, Selectman Tatro and Carlson voted to award the work to Gar-Wal. Selectman Davis abstained from discussing or voting on this matter.

Garage at DPW (Former Madrigal Garage). Selectmen reviewed quotes for a 24x42 Alaska slab to place this garage (taken down as part of the Wilson Pond Road relocation) adjacent to the DPW Barn. Selectmen voted to award the work to Ellsworth Foundations at a cost of \$4,200.

Fire Officers. Selectmen met with various fire department personnel. Captain Symonds presented to Selectmen petitions and read a statement to board members and expressed his view that he was not opposed to the reorganization plan proposed but has concerns with the current chief filling those positions. Selectmen advised they were collecting and analyzing information related to the reorganization and that the board hope to bring that process to a conclusion shortly. Need for improved communications was expressed by personnel. Concerns regarding department morale were also expressed.

WH Development Letter of Credit. Selectmen accepted a letter of credit, in the amount of \$300,000, valid through October 23, 2008 as security for incomplete improvements within the development for Phase IIa and IIb – Attachment #1.

Invasive Species. Selectmen reviewed the statute and guidance documents related to invasive species and a concern expressed by a resident regarding burning bushes at Town Hall. Effective January 1, 2007, burning bushes will be deemed an invasive species and state law will preclude their collection, transport, sale, distribution, propagation or transplantation. Selectmen requested a letter be prepared advising they would not violate the law but that the bushes in front of the building donated and planted by the Homestead Garden Club would be allowed to live out their natural life.

Canyon Spring Estates. Selectmen voted to authorize Town Administrator Fox to execute an engineering services proposal for design review received from Underwood Engineers for the development.

Town Hall Staffing. Selectmen were advised that part time employee M. Hurt had resigned. Options related to the part time position were discussed. The anticipated retirement of Town Treasurer Roger Conway was also discussed.

Minutes of Selectmen's Meeting of October 11, 2006. Selectmen approved as written the minutes of their meeting of 10/11/2006.

Correspondence, Permits & other matters. Selectmen executed the following:

- Warrant for November 7th General Election – Attachment #2.
- Notice of Lien, Tax Map 61 Lot 2-5.

Meeting adjourned at 8:30 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – October 25, 2006

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

Chairman Davis called the meeting to order at 6:20 p.m.

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

Homestead Woolen Mill Dam Removal & 50% Plans. Selectmen reviewed 50% plans prepared by VHB under contract to the State of New Hampshire for removal of the Homestead Woolen Mill Dam. Concern was expressed by Selectmen, based on the information provided that the grades proposed for the river bottom after removal were too low and would increase the threat to the covered bridge. Selectmen suggested that grades in this stretch of river bottom should be maintained closer to 455' and that if necessary the project area expanded to allow for retention of more water under the covered bridge. Lack of any proposed water levels with the proposed 50% plans disappointed board members who expressed frustration that they were being asked for feedback based on incomplete information.

North Swanzey Project. Selectmen authorized Chairman Davis to execute the most recent requisition on behalf of the board.

Fire Department Organization. Status of information requested for Paul Szoc was discussed.

Treasurer's position. The salary for the position for 2007, with the anticipated retirement of longtime experienced treasurer Roger Conway, was discussed with information from similar communities reviewed.

Talbot Hill Road & Canyon Estates Subdivision. Selectmen reviewed correspondence from NHDOT District Engineer Doug Graham commenting on the developer's traffic analysis. Selectmen requested information regarding the right of way to developed and if necessary confirmed in the field by DPW Director Dunham so that the town might facilitate seeking road abutter's cooperation regarding shrub removal.

Invasive Species. Information on plant species and state statute was reviewed by Board members. History of the plantings around the Town Hall was also reviewed. Selectmen interpreted statute concurring that the town was not in violation by allowing the existing shrubs to live out their natural life after January 1, 2007 when they become classified under RSA as an invasive species.

Tax Rate 2006. Information regarding the rate set by DRA and the town's assessed value was provided to board members.

Elections November 2006. Information from the Town Clerk regarding Selectmen's responsibilities and the upcoming November election was reviewed by board members.

November Meeting Calendar. Selectmen review the calendar for the month setting meeting dates. Selectman Carlson advised she could attend Open Space Committee meetings on behalf of the board.

Non-public session – RSA 91-A:3IIa. Selectmen voted unanimously by roll call to go into non-public session at 7:50 p.m. Selectmen came out of non-public session at 8:30 p.m. Selectmen voted by roll call to seal the minutes of the session indefinitely.

North Swanzey Water & Fire Precinct. Resident Gary LaFreniere met with Selectmen expressing concern about water consumption readings at this residence over the past 2 or 3 quarters. He was referred to the NSWFP Commissioners as the meters and water service is operated by that governing body and does not fall within jurisdiction of the Board of Selectmen.

Correspondence, Permits and Other Matters. Selectmen reviewed and approved the following:

- Property Tax Warrant, \$ 5,512,605.
- Release of Deferment, Armstrong Property.
- Raffle Permit #2006-14, MRHS.
- General Assistance Lien, Trembley.
- Shift differential and PTO schedules for the Carpenter Home and Police Sworn personnel.

Approval of Minutes of Selectmen's Meeting of October 18, 2006. Selectmen approved as written the minutes of their meeting of 10/18/2006.

Meeting adjourned at 8:45 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – November 1, 2006

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

Chairman Davis called the meeting to order at 7 p.m.

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

PEG Access. Ken Colby met with Selectmen asking they consider locating the town point of origin provided by the franchise agreement with Time Warner at MRHS in the gym as it would provide for ready cable TV access to many public events.

Mt. Caesar Union Library. Selectmen met with Library Trustees reviewing the proposed budget for 2007. Some additional utility expenses associated with the central air system installed are expected in 2007 although there may be some net savings on heat costs due to installation of the new burner and elimination of propane gas heaters. Security system costs have decreased due to conversion to SWNH Mutual Aid's service. Future capital needs for the building were reviewed and include windows, painting of the exterior, roof and new electrical fixtures. Library Trustees discussed changing the structure of the Library's capital reserve account to that of an expendable trust. Options to accomplish that were reviewed. Staff will talk with DRA to determine the most effective way to accomplish the change.

Stratton Free Library. Trustees reviewed the Stratton Library proposal advising that no increase in hours of operation was planned in 2007. Windows have been redone and are in good shape although in the recent rains the slate roof leaked and investigation is now underway to determine what repairs might be necessary. Ideas for more cooperation between libraries were discussed.

Maynard Property, Cobble Hill Road – Tax Map 84 Lot 1. Selectmen met with property owner Tom Maynard and Septic System Designer Tom Forest reviewing an issue with a driveway access necessary to place a home on the lot and its wetland crossing. The property owner advised he did not realize a permit was necessary to cross this wetland and NHDES has now indicated they will not issue a septic approval for the lot due the violation. A letter asking for expedited review was requested from Selectmen as the house is due for delivery November 20th. It was agreed that CEO Weston would meet with NHDES and the property owner at the site on Tuesday.

Upcoming events. Selectmen were advised that the Cub Scouts would be conducting their flag ceremony on November 11th and that Veteran's Day events were scheduled in the West Village that day.

Carpenter Home Septic System Replacement. Selectmen reviewed bids for the septic system at the home deciding to reject all submissions expressing concern about vendor's

ability to meet the timetable included in the bid specification, weather and other related factors.

Treasurer's Position. Selectmen approved an article for Swanzey Uncovered related to the anticipated retirement of longtime treasurer Roger Conway.

Homeland Security Grant Application – Emergency Services Repeater. Selectmen voted to authorize the chair to execute on behalf of the town a grant application seeking funds to install a town repeater on Mt. Caesar to improve interoperability for emergency services.

GMC Topkick. Selectmen voted to advise the bidder awarded the truck that they had until end of the day on November 6th to close the deal with the town or the truck would be re-bid.

Owens Drive. Selectmen executed a letter approving reduction of the letter of credit for this road to \$15,000 to remain in effect until July 2008.

RSA 31:95-b, Regional Public Health Emergency/Pandemic Planning Funds. Selectmen voted to authorize accepting and expending, pursuant to RSA 31:95-b, \$ 2,517.32 to be used toward expenses incurred by the town's planning effort.

Tax Status, 38 Sylvan Way. Selectmen reviewed correspondence from NH Housing Finance Authority voting to refund \$11157.57 to the housing authority as requested in the letter to Selectmen dated 10/23/2006.

Request for Nominations – SWRPC. Correspondence requesting Selectmen submit nominations for various committees was reviewed.

Minutes of Selectmen's Meeting of 10/25/2006. Selectmen reviewed and approved as written the minutes of their meeting of 10/25/2006.

Non-public session, RSA 91-A:3IIe, Pending Claim. Selectmen voted unanimously by roll call to go into non-public session at 8:40 p.m. Selectmen came out of non-public session at 8:45 p.m. Selectmen voted by roll call to seal the minutes of the session indefinitely.

Correspondence, Permits and Other Matters. Selectmen executed the following:

- Correspondence to NHDES regarding 50% dam removal plans.
- Abatement #2006-9, Bleau \$ 50.
- Abatement #2006-10, Ojola \$274.
- Abatement #2006-11, Habiby \$ 50.
- Abatement #2006-12, Pine Grove \$ 17.
- Abatement #2006-13, Robinson \$106.

Meeting adjourned at 9:00 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – November 8, 2006

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

Chairman Davis called the meeting to order at 6:10 p.m.

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

Emergency Management. Selectmen met with EMD Bruce Bohannon and Deputy EMD Pam Fortner who reviewed their activities related to emergency management and encouraged board members to meet at the EM office in the future. They advised that more involvement from Selectmen will be necessary and that board members will need to be NIMS trained. Bohannon reviewed past accomplishments and anticipated activities in 2007 including 3 Vernon Drills and continued work on public health and pandemic planning. Efforts to improve radio interoperability over the past few years and current efforts to obtain funding for a repeater on Mt. Caesar to improve communications were reviewed. Generator improvements under consideration at the Police Station and MRHS were discussed. Time required to conduct planning activities and participated in required training was reviewed with Bohannon advising that he had utilized vacation time over the past year and could not continue to do so into the future. Daytime emergency management training needed paid time funded by the town. Use of the public health and pandemic planning grant to fund stipends for participating officials was discussed with Selectmen requesting a proposal be developed for board consideration.

Carpenter Home Room & Board Rates. Selectmen established the following rates effective 1/1/2007 for room and board \$ 2,050 (semi-private non-HCBC), \$ 2,720 (private room) and \$ 2,900 (large private room).

DPW Winter Maintenance. Selectmen approved the winter stipend schedule for DPW personnel.

Inventory Penalty, M. Swazey. Selectmen reviewed correspondence and the record related to this penalty voting to deny the abatement request received.

Minutes of Previous Meetings. Selectmen approved as written the minutes of their meeting of November 4th. Selectmen Davis and Carlson approved as written the minutes of their meeting of November 1 with Tatro abstaining.

TE Ashuelot Branch Rail Trail Grant. Selectmen discussed municipal management of the grant executing a letter to Keene querying whether they would take lead on this project.

Meeting adjourned at 7:30 p.m.

Submitted by,

Elizabeth A. Fox, Town Administrator

Selectmen's Meeting – November 15, 2006

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

Chairman Davis called the meeting to order at 6:00 p.m.

Cheshire County. County Commissioner Robert Moore met with Selectmen thanking them for the support his campaign received from residents. Discussion center on the need for a new county jail and the financial impacts on Swanzey if sited on scarce commercial/industrial land. Selectmen requested a letter be prepared to members of the delegation accompanied by an illustration of the town's tax base.

IRS Mileage Rates. Selectman Carlson advised that the IRS rate for 2007 had been set at 48.5 cents. Town policy tracks the federally set rate.

Abatement 2005. Selectmen met with property owner Timothy Cloutier who expressed displeasure that his 2005 abatement application was not approved. He advised that he felt his property was assessed much higher than others on the street and doesn't feel that its assessment should reflect its commercial use unless other properties on the street are also assessed commercially. Currently, other parcels on the road are approved for residential use only (even though zoned business). He also felt that his assessment should be adjusted to reflect wetlands on the property estimated at 1/4th to 1/3rd of an acre. Selectmen advised Mr. Cloutier to file a new abatement application as the 2005 application had lapsed. RSA 75:11 was discussed with it being determined that research was necessary to respond to his query related to the statute. Mr. Cloutier expressed his opinion that the town should act on his 2005 application.

Fire Department. Selectmen met with Fire Chief Sly Karasinski reviewing department budget requests for 2007. Proposed budget amendments to conform to NFPA and current stipends paid members were reviewed. Capital planning for the department was discussed. Variances in the ambulance proposal from 1998 were reviewed with Selectmen concurring that the majority of the changes proposed were acceptable to the board. Input from Town Counsel was still pending so action on the proposal was deferred.

Department of Public Works. Selectmen discussed correspondence from Attorney Bentley regarding Owens Drive and requesting acceptance by the Town. Selectmen advised staff to schedule a hearing to accept testimony regarding acceptance of the road. A hearing on C.L. Lane and Woodland Heights Drive (Phase IIb) will also be scheduled.

Cemetery & Parks Maintenance Garage. Selectmen authorized expenditure of \$5,523.25 for roofing and wall materials for the garage under construction as recommended by DPW Director Dunham. Purchases that will be required to complete the facility include windows, doors and wiring. Funding source for the roofing and wall materials was designated by Selectmen as the DPW Facility Improvements Expendable Trust.

Public Health Emergency & Pandemic Planning Grant. Selectmen approved funding of stipends from the grant to be paid to personnel involved in the planning effort. Selectmen authorized stipend payment for up to 40 hours of additional effort to EMD Bohannon between now and year end.

PEG Access. Selectmen approved locating the point of origin for PEG access in the gym at MRHS.

Rondeau Property. Selectmen reviewed correspondence from Attorney Watson and a survey map of the property authorizing its assessment as 3 parcels and advising staff to amend records necessary to do so.

SWRPC Roadway Inventory. Selectmen designated Lee Dunham to complete the requested roadway inventory and report back to the board for final approval.

Carpenter Home Septic System. Concern about odor has again been received. Staff advised they were querying whether CDBG funds might be available for the leach field replacement. Pricing for the system if constructed by town personnel with supervision of a licensed installer needs to be developed as well.

Swanzy Revenue Development District. Selectmen voted to appoint Gary Davis as Cheshire Fair Representative to the advisory board. Mr. Silk is no longer associated with the fair organization.

General Government. Budget numbers developed to date for general government were reviewed with board members.

Monadnock Regional School District. Selectmen approved a payment schedule for the district running from January 2007 to June 2007 – Attachment #1.

Holidays 2007. Holiday schedules for personnel – Attachment #2 & #3 were approved by the Board.

State Aid Sewage Treatment Grant 2007. Selectmen voted to authorize Sewer Commission Chair Glenn Page to act on behalf of the town relative to the anticipated 2007 grant payment for 2007 related to the west facility.

Added Property Taxes. Selectmen approved warrant #2006-003 for added taxes in the amount of \$3,901.

Inventory Penalty. Selectmen executed correspondence to M. Swazey regarding an inventory penalty assessed for 2006 and filing of the annual form.

Cruiser Accident Deductible. Selectmen approved posting of the \$500 deductible associated with the Cruiser accident in January to the Police Operating budget.

Minutes of Selectmen's Meeting of November 8, 2006. Selectmen approved as written the minutes of their meeting of November 8th as written.

Meeting adjourned at 9:25 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – November 29, 2006

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

Chairman Davis called the meeting to order at 6:05 p.m.

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

Citizen Concerns. Eric Stanley met with Selectmen expressing concern about county jail construction proposals that might involve the Collier property within the town's TIF district. He proposed Selectmen consider purchasing the property to protect the town's investment in the TIF district arguing that it would be a good business decision. He advised that currently 2 sites were being considered by the County with one being in Keene and the other being the Collier property. Selectman Carlson reported to members that she had talked with Commissioner Rogers and Selectmen agreed it would be prudent to try to schedule an opportunity to meet with the full commission requesting Town Administrator Fox contact the Commissioner Zerba to discuss meeting dates.

Conservation Commission. Selectmen met with Michael Day and Tiffany Mannion Day. Both expressed interest in serving as Conservation Commission members. After interviewing both candidates Selectmen voted to appoint Michael Day a regular conservation commission member and Tiffany Mannion Day an alternate member. Terms of both positions run until Town Meeting 2009.

Homestead Dam. Selectman Carlson reported that she had received a call from dam owner Doug Brown who advised he would be willing to meet with Selectmen to discuss dam removal. Staff will follow up with NHDOT and NHDES prior to scheduling meeting with Brown.

Acceptance of Safford Drive as a Class V town maintained highway. Selectmen reviewed the status of the new road construction confirming the status of the road constructed as a town maintained class V highway. A confirmatory document will be prepared for town records.

Acceptance of Arrowcrest Drive as a Class V town maintained highway. Selectmen reviewed the status of the road's acceptance voting to accept the dedicated street as a town maintained highway. A confirmatory document will be prepared for town records.

Forest View Estates. Selectmen discussed a request from project developers to name the private driveway serving the condominium project. Emergency services personnel advise that the project will be numbered 28 Owens Drive with the units being designated by number i.e. Unit 2, 4, 6, 8 etc. Selectmen advised, based on the proposed numbering scheme that naming the private driveway did not seem appropriate asking that sentiment be conveyed to the project developers.

Aldrich Road. Selectmen reviewed correspondence from Richard Scaramelli expressing concern about the two portions of this road. Selectmen referred the matter to the street name-numbering staff committee established by the board during the summer. Dunham confirmed that he would serve as the DPW representative on that committee.

Atkinson Hill Road. Selectmen reviewed correspondence from Vince and Donna Hanscome expressing concern about grader work and drainage on the road impacting their property. DPW Director Dunham will follow up on the concern with the property owners.

Department of Public Works. DPW Director Dunham advised that the winter treatment stock pile had been treated with MAGIC. The department will be evaluating the impact of that treatment on materials consumption. Work on the additional garage space for the cemetery and parks maintenance equipment has continued with Selectmen approving expenditure of up to \$3,000 for installation of power and a panel in the building with funds for the work to be taken from the expendable trust for DPW facilities.

Non-public session – RSA 91-A:3IIb, Hiring – DPW. Selectmen voted by roll call to go into non-public session at 8:05 p.m. Selectmen came out of non-public session at 8:20 p.m. Selectmen voted to seal the minutes of the session until conditional offers of employment authorized are satisfied.

Drainage Improvements at Police Station. Selectmen approved Chief Busick's recommendation to fund the drainage improvements done earlier in the year by the DPW through the department's operating budget.

Insurance renewals. Selectmen authorized Town Administrator Fox to execute insurance renewals dated October 24, 2006 adjusting STD levels to \$200.

Carpenter Home Rates 2007. Selectmen confirmed establishment of rates for 2007 in accordance with Attachment #1.

Planning Board Ex-Officio Selectmen's Representative. Selectman Davis confirmed she would be assuming this role on behalf of the board beginning in December until Town Meeting 2007.

Paid Time Off (PTO) – Police Sworn Personnel. Selectmen approved extending the deadline for submission of conversion requests permitted under Section 20.2 to December 8, 2006 noting that granting of this extension for 2006 does not amend current policy establishing a deadline of November 15th for requests and those personnel should be advised that the policy terms for future years are unchanged.

Hardware & Software for Cemetery Graves Management. Selectmen reviewed a proposal to computerize these records deferring action until an opportunity to discuss the proposal could be scheduled with Grounds & Facilities Supervisor Francis Faulkner.

Voting Booths. Selectmen approved purchase of additional booths for voting at an estimated cost of \$800.

Request to purchase Town Owned Parcel. Selectmen were advised of an inquire looking to purchase Tax Map 24 Lot 47. Selectmen confirmed they wished to evaluate all town owned parcels before proceeding to dispose of any individual parcels.

Fire Department. Selectmen approved storage of fire department items at Whitcomb Hall in conjunction with items of other town departments.

Minutes of Selectmen's Meeting of November 15, 2006. Selectmen approved as written the minutes of their meeting of 11/15/2006.

Nominations. Selectmen concurred with posting the school board vacancy created by resignation of Bruce Tatro with a return date for nominations of December 6, 2006.

Non-public session – RSA 91-A:3IIa, Police Department. Selectmen voted by roll call to go into non-public session at 9:15 p.m. Selectmen came out of non-public session at 9:30 p.m.

Fire Department Organization. Selectmen discussed continued efforts to develop position descriptions for the chief and deputy chief(s) determining that budget 2007 would include continuation of a part time versus full time chief's position.

ICMA RC Deferred Compensation Program. Selectmen adopted a resolution related to the Town of Swanzezy's 457 Deferred Compensation Plan – Attachment #2.

Correspondence & Permits. Selectmen reviewed and executed the following:

- Request for withdrawal of funds, Charles Carlton Mt. Caesar Cemetery Fund.
- Abatement 2006-17, \$138.
- Timber Tax Warrants for \$185.17 and \$376.56.
- Intent to Cut – Tax Map 16 Lot 1.

Meeting adjourned at 9:45 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – December 6, 2006

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

Chairman Davis called the meeting to order at 6:10 p.m.

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

Carpenter Home. Selectmen discussed attending the upcoming holiday event December 17th between 1 and 3 p.m.

Cheshire County Proposed 2007 Budget. Selectmen discussed the transmittal information forwarded with the county budget. Concerns were expressed about the projected tax impacts of the proposed budget.

Public Hearing – Acceptance of a Dedicated Street as a Public Highway, Owens Drive. Selectman Davis opened the public hearing at 6:30 p.m. reading the notice provided. Present were Developer Larry Koch, his attorney Michael Bentley and DPW Director Lee Dunham. Attorney Bentley verified for Selectmen that the recording information in the notice provided was accurate. He also advised that the road had been constructed in accordance with the requirements of DPW Director Dunham and Underwood Engineers (working on behalf of the town). Dunham advised he was satisfied with the road's construction. Selectmen voted to accept the dedicated street as a public highway to be known as Owens Drive accepting the deed proposed by the developer to the right of way with the stipulation that security requirements previously established by the board remain in effect ensuring placement of the top coat of pavement and stability of the road. Koch advised he would like approval of the town to place final pavement on the road next summer. Selectman Davis closed the public hearing at 6:45 p.m. Koch requested an opportunity to meet with Selectmen to express his concerns about the town.

Department of Public Works. Dunham reviewed department activities with Selectmen updating the on construction of the Cemetery & Parks Equipment storage building. Proposals for garage doors were discussed with Selectmen requesting additional pricing. Dunham advised that the roof should be on the building in 10 days and then electric service would be installed. Work removing trees at Mt. Caesar, Mt. View and the Grange building is underway with some work deferred in the cemeteries until the ground freezes. Completion of the West Street bridge project is still pending as granite curbing and guardrail installation have been delayed. In addition work correcting the seal, which the contractor is to address, is still pending. The Route 32 Sidewalk project is now complete and the final submissions to NHDOT seeking reimbursement are expended to be complete soon.

Conservation Easement. Selectmen met with Suzanne Whittemore of the Open Space Committee and Deb Hinman of the Monadnock Conservancy met with Selectmen requesting the town accept a back up position in the easement granted by Jean Blood on property on Sawyers Crossing Road. The conservation easement granted is in perpetuity and the town would be accepting the right to enforcement the easement if for some reason the Conservancy was no longer able to. Town Counsel has reviewed the easement and advises he would accept the responsibilities included. Maps of the property impacted by the easement were reviewed. Selectmen voted to accept, on behalf of the town, the conservation easement - Attachment #1.

Cemetery Graves Management Software & Hardware. Selectmen reviewed a proposal from Grounds & Facilities Supervisor Faulkner proposing software and hardware purchases to computerize the burial information currently kept in card files. The advantages of a computerized data base, the process to building the database and how it would allow better service for residents and others during a difficult time were discussed. Selectmen approved purchase of the software, mapping services and necessary hardware.

Non-public session – RSA 91-A:3IIb, Hiring – DPW. Selectmen voted by roll call at 8:10 p.m. to go into non-public session to consider hiring. Selectmen came out of non-public session at 8:50 p.m. voting to seal the minutes of the session until the conditional offer of employment authorized is satisfied.

Monadnock Regional School District Nominees. Selectmen discussed the 2 nominations received requesting staff schedule an opportunity at next week's meeting to meet both.

Carpenter Home. Selectmen discussed capital expenditures during the year voting to post those incurred to the operating budget for the SRF leaving the trust fund balance available to address pending septic system requirements of the home.

Kendall Lane. Request for release of a portion of the security posted for this dedicated street was acknowledge with reports for engineering and DPW personnel required before action on the request.

Approval of Minutes of Selectmen's Meeting of November 29, 2006. Selectmen approved the minutes of their meeting after making several grammatical corrections.

Correspondence, Permits and Other Matters. Selectmen considered and approved the following:

- Release of Lien, Trombley.
- Appointment Papers, G. Davis – Swanzey Revenue Development District Advisory Committee.
- Appointment Papers, Michael Day – Conservation Commission member, Term expires Town Meeting 2009.

- Appointment Papers, Tiffany Mannion Day – Conservation Commission alternate member, Term expires Town Meeting 2009.
- Notice of Acceptance of a Dedicated Street as a Town Highway – Safford Drive, Attachment #2.
- Notice of Acceptance of a Dedicated Street as a Town Highway – Arrowcrest Drive, Attachment #3.

Meeting adjourned at 9:20 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – December 13, 2006

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

The meeting was called to order at 6:10 p.m.

School Board Nominees. Selectmen discussed scheduling issues related to the candidates expressing interest in the position. One candidate, Ms. Richmond, may not be available tonight.

Citizen Concerns. Selectmen took comments from the public regarding the selection process for the school board vacancy. Pat Bauries expressed concern that a public perception of a conflict of interest may exist for Selectman Tatro as the seat being filled was one he had vacated asking he recuse from participation. She also advised that she felt the other candidate (who may not be available for interview this evening) should be declared in default. Jim Ells expressed his view that to declare the other candidate in default due to a schedule conflict undermines the selection process and asked the board to hear both candidates and make an informed decision. Bob Smith pointed out that Gerald Mazza, who has applied for the position, received 400 votes and that lends credence to appointing him to serve. Greg Johnson asked selectmen hear from both candidates. Eric Stanley expressed concern about extending the time that the town remained not fully represented on the school board. He also expressed concern about quorum issues at the board.

MRSD School Board Nominee Gerald Mazza. Selectmen interviewed Mr. Mazza querying him on his views regarding the role of a school board member, how to balance between education interests and financial concerns of the district taxpayers. He advised that he viewed the board's role as directing how dollars are spent and that they needed to be spent on educational functions. His prior involvement with MRSD schools has been limited and he has not seen the district's facilities. He has been involved for much of his career in education out of state and currently teaches at St. Joseph's. He expressed the view that communication was the district's most pressing need and felt that his prior administrative experiences in education would help him contribute to improving it. Questions were raised about balancing limited resources and the impact of default budgets. Mazza expressed his view that administration needed to be forthright in expressing needs versus wants and expressed a desire to hear from those who might dissent. He expressed a commitment to participate and intends to run for the position.

School Resources Officer. The district's desire to fund only the wage and benefit costs of the program was discussed with selectmen endorsing Chief Busick's efforts to continue dialogue with the district seeking their agreement to fund the full cost of the program through the district budget (of which Swanzey will continue to pay its share of).

Emergency Notification System. Selectmen discussed recommendations from emergency services that the town continue to participate after July 1 in the school

district's emergency notification system requesting funding of \$1,600 be included in the Emergency Management budget to for the anticipated cost.

Budget 2007. Selectmen reviewed the budget developed to date requesting review of utility and fuel accounts by staff and discussing various expenditures. Inclusion of funding in support of the open space effort within the operating budget was recommended by Selectmen. Further modification of the budget by staff was requested.

Cemetery & Parks Maintenance Garage. Selectmen approved the door installation proposal submitted by Keene Door authorizing its execution.

Cheshire County Commissioners. A proposal to meet with commissioners on 1/3/2006 was discussed with Selectmen requesting staff investigate whether it's feasible to meet at 6 p.m. Selectmen were advised that the commissioners asked that they tour the jail on a convenient date and time prior to the meeting.

School Board Nominee. Selectmen discussed the interview conducted and whether to defer action to see if an opportunity to interview the second candidate could be arranged. After discussion, selectmen voted 2-0-1 (with Selectman Tatro abstaining) to proceed with the nomination selection voting to put forth Gerald Mazza to fill until the March election the seat created by the resignation of Bruce Tatro.

Minutes of Selectmen's Meeting of December 6, 2006. Selectmen approved as written the minutes of their meeting of 12/6/2006.

Upcoming Meetings. A meeting with the legislators representing Swanzey has been tentatively scheduled for 1/17.

Correspondence, Permits & Other Matters. Selectmen reviewed and executed the following:

- Intent to Cut, Tax Map 38 Lots 19 & 20 and Tax Map 10 Lot 2-1.
- Notice of address change – Koch, 43 Owens Drive.
- Holiday schedule revised to include Sewer Commission FT employee.
- Request to withdraw funds – Conservation land acquisition/easement capital reserve account.
- Notice of Liens for Packard & Bouffard.
- Attachment # 1, Notice of Acceptance of a Dedicated Street as a Town Highway – Owens Drive.

Meeting adjourned at 9:02 p.m.

Submitted by,
Elizabeth A. Fox, Town Administrator

Selectmen's Meeting – December 20, 2006

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

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

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

Police Department. Selectmen accepted with regret the resignation of Officer Chris Symonds who has accepted a position as an officer for the City of Keene.

Town of Swanzey v. Buckley. Selectmen were advised that attorney's fees, as ordered by the court, had been received from Mr. Buckley.

Cheshire County. Selectmen expressed regret advised their schedules would not permit attendance at the County's swearing in ceremony scheduled for January 3rd.

Cemetery Fees. Selectmen reviewed the schedule of fees for cemetery related services voting to approve the schedule – Attachment #1.

Naming of Private Access – Airport Business Park, Tax Map 36 Lot 5. Selectmen discussed various names proposed for the private access to serve the business area expected to include 4 or 5 free standing buildings approving its designation as "Business Center Drive".

Non-public session – RSA 91-A:3IIa, Personnel. Selectmen voted by roll call to go into non-public session pursuant to RSA 91-A:3IIa at 7:00 p.m. Present was Carpenter Home Administrator Dawn Rice. Selectmen came out of non-public session at 7:45 p.m. Selectmen voted by roll call to seal the minutes of the session indefinitely.

Sewer Commissioners. Selectmen met with Sewer Commissioners Glenn Page and Bill Snyder. Selectman Davis advised commissioners she had received correspondence regarding connecting to the sewer from Evelyn Tolman and that she would bring them a copy. Commissioners advised 5 properties needed to hook up. Change order #11 for additional paving costs was discussed with Selectmen concurring with its execution by Page.

Land Use Change Tax Penalty – Forest View Estates, Owens Drive (Tax Map 79 Lot 6). Selectmen met with Larry Koch, Matt Olson and Dan Ketola reviewing correspondence from Attorney Bentley and statutes pertaining to establishment of the land use change tax penalty. Koch expressed his view that the penalty be based on the land value only without the influence of any improvements. Statutes pertaining to establishment of the "true and full value" as well as the current use rules which describe the full and true value as being based on the highest and best use of the land, including the

value of all betterments were discussed. The developers advised they needed the penalty established to satisfy the AG's Office and obtain approval of their condo documents. Selectmen advised they were not ready to make a decision this evening but would consider the matter again at their January 3rd meeting.

Talbot Hill Road. Status of information regarding the right of way location at the intersection of Route 32 was discussed with a report from DPW Director Dunham still pending. Further discussion with Dunham was scheduled for 12/27.

Personnel Policies – Chapters XXIII – Carpenter Home & Recycling Center and corresponding amendments to Chapter XXII Carpenter Home Holiday Differential, Chapter X Holidays and Chapter XI Floating Holidays. Proposed amendments to these policies were reviewed and approved by Selectmen with an effective date of January 1, 2007. Policies as amended are included as part of these minutes as Attachment #2.

Carpenter Home Uniform Policy. Selectmen reviewed proposed amendments to the current policy approving effective January 1, 2007 revisions. The Uniform Policy as amended is included as part of these minutes as Attachment #3.

Request for extension of Temporary Manufactured Housing Permit – Amadon & Winslow, 64 Cram Hill Road. Correspondence from the property owners and the town's ordinance permitting temporary manufactured housing permits were reviewed. As the ordinance does not include a provision enabling an extension, selectmen advised they would defer consideration of enforcement action until April 2007.

Land Use Change Tax – Woodland Heights Subdivision, Tax Map 14-4-33 & 14-4-38. Selectmen discussed establishment of penalties for the two parcels requiring removal from current use establishing a value of \$52,000 for each lot. Penalty will be 10% of that value plus recording fee.

Union Dues. A request for weekly deduction of dues was reviewed with board members. Given the continued timely remittance requirements of the Teamsters monthly deductions will continue.

Deferment Application – H. & J. Hatch. Selectmen approved a deferral application for tax year 2006 requesting appropriate paperwork necessary to execute the deferral be completed.

Zoning Concerns – 152 Tolman Road. Selectmen were advised of concerns expressed by the Troy Police Chief regarding whether this property was being used as a boarding house as it is occupied by unrelated parties. Selectmen advised they did not want to initiate enforcement action based on occupancy by unrelated parties who might be "sharing" a residence.

Carryforwards. Selectmen voted to approve and executed a resolution pertaining encumbering funds remaining in various expenditure and revenue accounts – Attachment #4.

Approval of Minutes of Prior Meeting. Selectmen voted to approve the minutes of their meeting of December 13, 2006.

Correspondence, Permits & Other Matters. Selectmen reviewed and executed the following:

- Intent to Cut Tax Map 66 Lot 2, Tax Map 10 Lot 2-1, Tax Map 38 Lots 19 & 20 and Tax Map 38 Lot 22 & 23.
- Release of Lien – Anderson.
- Yield Tax Warrants totaling \$ 274.75.

Meeting adjourned at 9:30 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator

Selectmen's Meeting – December 27, 2006

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

Chairman Davis called the meeting to order at 6:00 p.m.

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

Cheshire County Commissioners. Selectmen discussed the upcoming meeting with Commissioners.

R. J. DiLuzio Ambulance LLC. Selectmen executed an agreement with the ambulance service for the next 3 years from July 2007 to June 2010.

Land Use Change Tax. The need to assess a land use change tax penalty on property owned by Lane Construction was discussed.

Fire Department Organization. Selectmen discussed at length organizational guidelines and position descriptions reviewing those collected from other communities as well as drafts prepared by staff. Selectmen decided proceed with establishing a position description for a deputy chief requesting staff rework drafts to conform to establishing an additional position in the chain of command. Including with position descriptions for captains on a specialty within the service, such as EMS, fire prevention etc., was discussed.

Town Report 2006. Selectmen awarded the bid for the 2006 town report and voter guide to Echo Communications. Dedications were discussed.

Land Use Change Tax – ATA Construction. Selectmen executed warrants for Tax Map 14-4-33 and 14-4-38.

Cheshire County Jail. Selectmen met with Bill Hutwelker and Greg Johnson who reviewed with board members the focus and efforts of their group which hopes to aid the county's efforts to find a site suitable for the new jail facility. Several sites suitable in Keene were discussed. Concern was expressed that county officials find it appropriate to consider placing the jail in Swanzey TIF district but would not consider placing it in a similar district in Keene. Whether the number of prisoners who might benefit from placing the jail closer to Keene was substantive was discussed. Also whether prisoners were taking advantage of services or not able to access services due to the jails current location was discussed. The need for jail site selection to be a participatory process was expressed.

Non-public session – RSA 91-A:3IIb, Hiring – DPW. Selectmen voted unanimously by roll call to go into non-public session at 8:25 p.m. Selectmen came out of non-public session at 8:31 p.m.

Department of Public Works. Dunham reported he had not heard back from NHDOT on Talbot Hill Road and would follow up. In addition he had taken photos of the Mill K parcel. Hauling is taking place on Kempton Road and he expressed concern about damage to the class VI portion. Concern expressed to a selectman regarding trimming on Highland Circle was discussed.

Minutes of previous meeting – December 20, 2006. Selectmen approved the minutes of their meeting of 12/20/2006.

Meeting adjourned at 8:42 p.m.

Submitted by,

Elizabeth A. Fox
Town Administrator