

Town of Swanzey, New Hampshire  
**Board of Selectmen**  
Meeting – March 30, 2020  
Town Hall, 620 Old Homestead Highway and remotely using Zoom.  
Swanzey, NH

**ZOOM MEETING during Health Emergency**

Town Administrator Michael Branley hosted a ZOOM online conference call at 2:00 pm at Town Hall due to the public health emergency. Present were W. William Hutwelker, Sylvester Karasinski and Kenneth P. Colby, Jr. Also present was Town Administrator Michael Branley and Recording Secretary Beverly Bernard.

**OTHERS PRESENT**

Assessor Dave Marazoff, Administrative Assistant Jenna Fraunfelder, Mt. Caesar Union Library Head Librarian Cadigan Gregory, Conservation Commission Chair Wally Smith, Code Enforcement Officer Mike Jasmin, Human Services & Resources Coordinator Edna Coates, Health Officer Pam Fortner, Recreation Director Aaron Cherry, Director of Department of Public Works (DPW) Glenn Smith.

**COVID-19 UPDATE**

Branley spoke about the latest news. He said there are now 258 confirmed cases within the state and three deaths. Stay at home order does not impact on municipalities, however employees should continue to practice social distancing. He said epidemiology has determined that the virus can survive for hours and perhaps days on surfaces. He spoke about attempting to limit the number of employees at Town Hall. Funding coming to NH from the Federal government will be coming to State and going out to municipalities via grants.

Fortner summarized information she has received: campgrounds – if the campground was open as of March 28, 2020 and had residents, then they may remain in place; however, if the campground was not open as of March 28, the campground cannot open now. She said if a business thinks it should remain open as an essential business it should contact NH Business and Economic affairs. If a homeless person needs to be quarantined, they will receive transportation to dwelling spaces. If hotels to be opened as respite for isolation have been selected for a town their police and fire departments should have been contacted. Extending marriage licenses, current licenses will expire as usual. First responders all need PPE – if need more, call the Emergency Response Commission (ERC). Amendment order to include crisis counseling. Lots of calls about towns wanting to know names of towns with COVID 19 cases. Fortner said the towns in New Hampshire will be receiving that information and if they are not received they should call ERC. All 911 calls will now go to COVID 19 responders.

Colby said Cheshire County has 3 cases thus far. Gregory asked about Personal Protective Equipment (PPE) supplies. She wanted to know if it would be useful if libraries could access 3-D printing. Fortner said that idea has come up and folks are positive about that. She said she does not know where they would be delivered to, however. Gregory said she has a brother who can do 3-D printing. They can do the face shields. Branley asked Gregory to send that information to him and he will work on it.

Wally Smith spoke about the state and town sharing 75/25 for expenses and pointed out that ordinary expenses would not be paid for by emergency state funding, but additional expenses will get paid. The Town's need to separate those expenses out.

Branley said Police and Fire Chiefs continue to see low volume of calls. Glenn Smith said there isn't much contact with people in DPW– most complaints come in on calls or email. They are sanitizing within the crew. Branley said there is a governor press conference at 3 pm on WMUR.

Gregory asked about possibility of Carpenter Home to be used as a surge facility. Branley said yes it has been discussed, but the state is more focused on large facilities like Keene State College. Jasmin said the Carpenter Home would be used for quarantine of folks who cannot go home, like the homeless, or for domestic situations. He said it would be used for temporary housing, but not medical use.

Jasmin spoke about using library for internet access. He noted some people do not have phones or computers and typically use the library for those services. Jasmin suggested working with Coates to have access to a computer at the library by appointment. Branley said if someone talked to Coates about using the library, they would try to limit exposure and therefore the need would have to be on an emergency basis for town, state, and federal types of business.

Marazoff said there was a question about whether assessing was an essential business but now have been determined that they are considered part of municipalities. Will be ready for visiting new properties but moratorium on interior inspections. Outside inspections only. He said he will stay in the loop.

Karasinski said everyone is doing a good job and everyone stay safe. He said the draft policy regarding COVID 19 leave .looks good. Branley said there is not a lot of room for customization and mostly comes from federal directives.

Mazaroff noted that some businesses have converted their operations to making sanitizers.

Hutwelker said it is great to see the participation level on the Zoom calls and Colby agreed.

Recreation was discussed. Cherry said he had to cancel the Easter egg hunt. Cherry said he put the information about cancelling it on the Facebook page. He said he was trying to come up with something that would keep folks in cars, but we ended up deciding there was still chance of spreading the virus so it was not a good idea. He said he will go ahead with hiring life-guards and camp counselors for summer but will need to think about the impact for early-bird registrations. Branley said we will hope and prepare for summer being back to normal, although the likelihood of that is unknown.

Meeting over at 2:30 pm

Respectfully Submitted,



Beverly Bernard, Recording Secretary  
Approved on April 8, 2020