Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – February 19, 2025
Whitcomb Hall
17 Main Street, Swanzey, NH

CALL TO ORDER
The meeting was called to order by Chair Sylvester Karasinski at 5:35 p.m. at Whitcomb Hall, Main Street, Swanzey, NH. Present were Selectmen Sylvester Karasinski, W. William Hutwelker III, and James Tempesta. Also present was Town Administrator Michael Branley and Recording Secretary Meagen Kerris.

OTHERS PRESENT
Mark Scalera, Solid Waste Manager Joshua Whipple, Mark Labelle, Mike York, Cathy Bergstrom, Mike Gomarlo.

MINUTES
- The regular meeting Minutes of February 12, 2025 were considered. There was a **motion** by Tempesta to approve the regular meeting Minutes of February 12, 2025. The motion was seconded by Hutwelker and there was no further discussion. All were in favor. ***Motion passed.***
- The non-public meeting Minutes of February 12, 2025 were considered. There was a **motion** by Tempesta to approve the non-public meeting Minutes of February 12, 2025. The motion was seconded by Hutwelker and there was no further discussion. All were in favor. ***Motion passed.***

CONSENT AGENDA
Motion was made by Tempesta to approve the Consent Agenda. There was a second by Hutwelker. All were in favor. ***Motion passed.***
- Payroll Manifest
- Payables Manifest
- Personnel Action Report(s)

PUBLIC INPUT
None.

APPOINTMENTS
Cathy Bergstrom, Chair Economic Development Advisory Committee – Small Business Advocacy. Bergstrom came in to follow up on her letter sent to the Board of Selectmen in January. She and the is looking for support to improve the process for small businesses looking to start or move to Swanzey. Karasinski asked what the vision was for this and Bergstrom suggested updating the website, making it clearer and user friendly. Discussion ensued on ways to outline what to expect the application process to be and what resources could be maintained and updated regularly for small businesses. Hutwelker asked if there has been discussion on who would help to manage these things and Bergstrom said this is still in discussion. Branley suggested connecting with Adam Paquette and Stephon Mehu to discuss the organization of changes to the website, which would then go to Katrina Burton once the materials were updated and agreed to. The Board thanked Bergstrom for all of her work and focus on bringing up this idea.

Josh Whipple, Solid Waste Manager – Solid Waste Hauling Contract Negotiations. Discussion regarding the negotiation process with Waste Management. Whipple felt confident that he was able to work out fair pricing. Discussion continued regarding expense reduction efforts by Whipple, various recycling methods, and future needs for the Recycling Center as part of the CIP. The revised agreement was a three year offer with Waste Management and the Town, including:

- FY26: Transportation fees per haul for compactor and rented demo container are $225.00.
- Disposal fees per ton are $107.00 for compactor and $110.00 for rented demo container.
- Rental fees per month for compactor is $300.00 and $45.00 for the demo container.
- FY27: Transportation fees per haul for compactor and rented demo container are $234.00. The Disposal fees per ton are $111.28 for compactor and $114.40 for rented demo container. Rental fees per month for compactor is $300.00 and $45.00 for the demo container.
- FY27: Transportation fees per haul for compactor and rented demo container are $246.36. The Disposal fees per ton are $115.73 for compactor and $118.98 for rented demo container. Rental fees per month for compactor is $300.00 and $45.00 for the demo container.

There was a **motion** by Tempesta to authorize the Solid Waste Manager to sign a three year contract with Waste Management as outlined in the revised proposal. The motion was seconded by Hutwelker and there was no further discussion. All were in favor. ***Motion passed.***

NEW BUSINESS

North Swanzey / City of Keene Wastewater Treatment Capital Expenditure Authorization. The North Swanzey Sewer Capital Reserve Fund has an estimated 12/31/24 balance of $382,556.99 and the current invoice for improvements to the North Swanzey Wastewater Treatment Plant for 7/1/23-6/30/24 is $23,743.91.

There was a **motion** by Tempesta to authorize the expenditure of $23,743.91 from the North Swanzey Sewer Capital Reserve Fund for Keene Wastewater Treatment Plant upgrades. The motion was seconded by Hutwelker and there was no further discussion. All were in favor. ***Motion passed.***

NOMINATIONS

The Board considered the reappointment of JR Coughlin to the Economic Development Advisory Committee.

> Tempesta **moved** to appoint JR Coughlin as a full member to the Economic Development Advisory Committee with a term ending March 2027, There was a second to the motion by Hutwelker and no further discussion. All were in favor. **Motion passed.**

The Board considered the reappointment of Steven Bittel to the Capital Improvement Program Committee.

> Tempesta **moved** to appoint Steven Bittel as a full member to the Capital Improvement Program Committee with a term ending March 2028, There was a second to the motion by Hutwelker and no further discussion. All were in favor. **Motion passed.**

PUBLIC INPUT

Scalera brought forward concerns regarding the Planning and Zoning boards when they have legal conflicts of interest and the best way to navigate through those situations.

NON-PUBLIC SESSIONS

Non-public session(s) per RSA 91-A:3 II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee

> **Motion** was made by Tempesta to enter nonpublic session pursuant to RSA 91-A:3, II(a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, seconded by Hutwelker. All in favor by Roll Call and the ***motion passed*****.** The Board entered nonpublic session at 6:41 p.m. Present was James Tempesta, W. William Hutwelker III, and Sylvester Karasinski. Also present was Town Administrator Michael Branley and Recording Secretary Meagen Kerris.

Motion was made by Tempesta to come out of non-public session, seconded by Hutwelker All in favor by Roll Call and the ***motion passed***. Non-public session ended at 6:51 p.m.

Non-public session(s) per RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board.

Motion was made by 6:52 to enter nonpublic session pursuant to RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board**.** seconded by Hutwelker. All in favor by Roll Call and the ***motion passed*****.** The Board entered nonpublic session at 6:52 p.m. Present was James Tempesta, W. William Hutwelker III, and Sylvester Karasinski. Also present was Town Administrator Michael Branley and Recording Secretary Meagen Kerris.

Motion was made by Tempesta to come out of non-public session, seconded by Hutwelker. All in favor by Roll Call and the ***motion passed***. Non-public session ended at 7:04 pm.

Hutwelker recused himself and left the meeting at 7:04 p.m.

Non-public session(s) per RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body.

Motion was made by Tempesta to enter nonpublic session pursuant to RSA 91-A:3, II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body, seconded by Karasinski. All in favor by Roll Call and the ***motion passed*****.** The Board entered nonpublic session at 7:04 p.m. Present was James Tempesta and Sylvester Karasinski. Also present was Town Administrator Michael Branley and Recording Secretary Meagen Kerris.

Motion was made by Tempesta to come out of non-public session, seconded by Karasinski. All in favor by Roll Call and the ***motion passed***. Non-public session ended at 7:19 pm.

ADJOURNMENT

Motion to adjourn the meeting was made by 7:20 p.m. The motion was seconded by Karasinski without further discussion. All were in favor. ***Motion passed.*** Adjournment occurred at 7:20 p.m.

Respectfully Submitted,

Meagen Kerris, Recording Secretary

Approved on February 26, 2025