Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – April 2, 2025
Whitcomb Hall
17 Main Street, Swanzey, NH

CALL TO ORDER

The meeting was called to order by Chair W. William Hutwelker III at 5:30 p.m. at Whitcomb Hall, Main Street, Swanzey, NH. Present were Selectmen Mark LaBelle, James Tempesta, and W. William Hutwelker III. Also present was Recording Secretary Meagen Kerris.

OTHERS PRESENT

Mark Scalera, Michael York, James Jarzabeck, Stacey Goodale.

CONSENT AGENDA

Motion was made by LaBelle to approve the Consent Agenda. There was a second by Tempesta. All were in favor. With no further discussion, ***Motion passed.***

A. Payroll Manifest
B. Payables Manifest
C. Special Event Permit #2025-05—Old Homestead Garden Club Plant Sale, 09-13-25
D. Special Event Permit #2025-06—Keene Sentinel Elf's Autumn Festival, 05-10-25
E. Timber Tax Warrant – Operation #24-441-08-T
F. Notice of Intent to Cut – M106/L59 & 60 – Pasture Road
G. Notice of Intent to Cut – M106/L62 – Pasture Road
H. Notice of Intent to Cut – M233/L9 – Christian Hill Road
I. Abatement #2025-09 – M209/L5/0/BG0/1
J. Permanent Application for Property Tax Credits/Exemptions – M**24**~~2~~**3**/L55/0/MH0-74 **(M# corrected)**
K. Authorization for Assistant Town Planner to sign certain grant related documents
L. Authorization for Town Administrator to sign close out letter re: SFRF Funds Awardee Monitoring Results for: MPU22-102
M.Personnel Action Reports

PUBLIC INPUT

James Jarzabeck discussed the concern for parking and overnight parking at the water at the Wilson Pond access by Wilson Pond Rd. 'right of way'. Hutwelker questioned if that was an official right of way. Jarzabeck requested something be put up to block vehicles from having access to park there. After review of map 103 lot 47, it appeared there was no road frontage and the point that vehicles are entering are going through private property.

NEW BUSINESS

Swanzey Lake – Lake Host Program

The annual bill to support a Lake Host at Swanzey Lake is due in the amount of $3,000.00.

> **Motion** made by Labelle to approve the payment $3,000.00 to New Hampshire Lakes – Lake Host Program. There was a second by Tempesta. All were in favor and there was no further discussion. ***Motion Passed.***

Agreement with Pilgrim Pines

Hutwelker questioned if legal had reviewed the final agreement. This answer was unclear, the review and approval was tabled until there was confirmation of legal review.

Discussion of name changes for streets in town
Hutwelker brought up discussion of changing California St. to Main St. to avoid confusion. This was not intended to have a decision at this time but have it open for discussion. Both LaBelle and Tempesta agreed it would be a good idea to look at what would be involved for this change. The topic will be moved to a future meeting with more details.

Discussion of joint meeting for the Planning Board, Zoning Board, and Board of Selectmen
Michael York stated the boards are interested in the Selectmen's input with upcoming changes. Hutwelker verified that this joint meeting would allow a stronger collaboration between the three boards to protect both wetlands and property owners. Discussion of the best time to set up a meeting. June was suggested as it would be a good time to review the Master Plan. Hutwelker clarified that this meeting isn't intended as a working meeting. The focus would be to bring boards together to introduce the members. Mark Scalera felt this would be a good time to discuss the Master Plan.

Selectmen Goals (a continuum from Selectmen onboarding discussion)
Hutwelker requested LaBelle and Tempesta plan to review their goals for the rest of the year as Selectmen. LaBelle and Tempesta agreed.

Authorization to award revised painting contract for Whitcomb Hall and Town Hall
DPW Director negotiated pricing with CM Minkler on painting the Town Hall and Whitcomb Hall, coming back with a price of $40,000 to do both. The Grange will be put on hold at this time.

> **Motion** by LaBelle to authorize the Interim Town Administrator to work with Public Works to execute any and all necessary approvals to award repainting contract based on the issued RFP with a revised proposal from CM Minkler Paving & Painting, LLC for a total of $40,000.00 based on updated quotes for Whitcomb Hall and Town Hall out of the Peter Johnson Memorial Trust (donated), and Town Hall and Whitcomb Hall expendable trust funds as needed. There was a second by Tempesta. All were in favor and with no further discussion, ***motion passed.***

PUBLIC INPUT
Chair Hutwelker asked for public input. There was none.

FURTHER DISCUSSION
Hutwelker noted that the following week will be certificates of appreciation for the Fire Station Advisory Committee. Additional discussion of goals.

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

> **Motion** was made by LaBelle to enter Non-public session pursuant to RSA 91-A:3 II(a) the dismissal, promotion, or compensation of any public employees or the disciplining of such employee. The motion was seconded by Tempesta. The Selectmen voted unanimously by roll call to go into non-public session at 6:00 p.m. ***Motion passed.*** Present was Mark LaBelle, James Tempesta, and W. William Hutwelker III. Also present was Recording Secretary Meagen Kerris.

Motion was made by LaBelle to leave non-public session and return to public session. The motion was seconded by Tempesta, with all in favor. ***Motion passed***. Non-pubic session ended at 6:11 p.m.

Motion was made by LaBelle to seal the minutes of the non-public session. The motion was seconded by Tempesta. The Selectmen voted unanimously by roll call to seal the minutes. ***Motion passed.***

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

Motion made by Labelle to enter non-public session pursuant to RSA 91:A3III(c) matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board. The motion was seconded by Tempesta. The Selectmen voted unanimously by roll call to go into non-public session at 6:12 pm. ***Motion passed***. Present was Selectmen Mark LaBelle, James Tempesta, and W. Hutwelker III. Also present was Recording Secretary Meagen Kerris and Interim Town Administrator Alex Torpey via phone.

Motion was made by LaBelle to leave non-public session and return to public session. The motion was seconded by Tempesta, with all in favor. ***Motion passed***. Non-public session ended at 7:42 p.m.

Motion was made by LaBelle to seal the minutes of the non-public session. The motion was seconded by Tempesta. The Selectmen voted unanimously by roll call to seal the minutes. ***Motion passed***.

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

Motion made by Labelle to enter non-public session pursuant to RSA 91:A3III(c) matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board. The motion was seconded by Tempesta. The Selectmen voted unanimously by roll call to go into non-public session at 7:43 pm. ***Motion passed***. Present was Selectmen Mark LaBelle, James Tempesta, and W. Hutwelker III. Also present was Recording Secretary Meagen Kerris.

Motion was made by LaBelle to leave non-public session and return to public session. The motion was seconded by Tempesta, with all in favor. ***Motion passed***. Non-public session ended at 8:03 p.m.

Motion was made by LaBelle to seal the minutes of the non-public session. The motion was seconded by Tempesta. The Selectmen voted unanimously by roll call to seal the minutes. ***Motion passed***.

ADJOURNMENT

Motion to adjourn the meeting was made by Labelle. The motion was seconded by Tempesta without further discussion. All were in favor. ***Motion passed.*** Adjournment occurred at 8:04 p.m.

Respectfully Submitted,

Meagen Kerris
Recording Secretary

Approved on April 23, 2025