Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – April 30, 2025
Whitcomb Hall
17 Main Street, Swanzey, NH

CALL TO ORDER
The meeting was called to order by Chair W. William Hutwelker III, at 5:30pm. at Whitcomb Hall, Main Street, Swanzey, NH. Other members present were Selectmen James Tempesta and Mark LaBelle. Also present was Town Administrator Lori Rautiola.

OTHERS PRESENT
Garrett Ranney with FACT TV, Michael York, Adam Paquette

MINUTES
The regular meeting Minutes of March 26, 2025, and April 2, 2025 were considered. There was a **motion** by LaBelle to approve the minutes as presented. The motion was seconded by Tempesta and there was no further discussion. All were in favor. ***Motion passed.***

The non-public session Minutes of March 26, 2025, #1-4 and April 2, 2025, #1-3 were considered. There was a **motion** by LaBelle to approve the non-public session Minutes as presented. The motion was seconded by Tempesta and there was no further discussion. All were in favor. ***Motion passed.***

CONSENT AGENDA
Motion was made by Labelle to approve the Consent Agenda. There was a second by Tempesta. There was no further discussion. All were in favor. ***Motion passed.***

- Payroll Manifest
- Payables Manifest
- Personnel Action Reports
- Open Container Permit – #2025-16
- Permanent Applications for Property Tax Credits/Exemptions – M227/L28-0-BG0-54, M225/L31, M101/L228
- Notice of Intent to Cut - M233/L20 – Summer Street
- Notice of Intent to Cut - M233/L41 – Holbrook Road
- Gravel Tax Levy Operation - 24-441-01-E

PUBLIC INPUT
- None

APPOINTMENTS
- **Adam Paquette, Town Planner – Update on TIF District Advisory Committee**
- Wants to set up a West Swanzey TIF Advisory Board which was approved in the Warrant article and this is the next step. Need to set goals for the board once the solution for the Water and Sewer for W Swanzey. District Administrator and 5-member board appointed by the board (majority must be owners or occupants of real property within Swanzey and at least 1 must be from the district. He read the RSA for the board. Some discussion of some possible members. Goals would be: 1) Public education on the TIF district opportunity and impact on the Town. 2) Engagement with experienced

entities to advise. 3) Showcase potential projects that would benefit from the TIF. 4) Infrastructure improvements without the purchase of the West Swanzey Water Company.

- **Motion** made by **LaBelle** to establish the West Swanzey TIF Advisory Board and appoint the Town Administrator to be the TIF District Administrator. There was a second by Tempesta. There was no further discussion. All were in favor. ***Motion passed.***

NEW BUSINESS

- May BOS Schedule
- Memo from Stephon Mehu, Assistant Town Planner - Connecticut River Sportsman's Club
- SOP for Public Access to Town Hall
- Purchase of New Laptops (3)
  - **Motion** by LaBelle to approve the purchase of 3 new laptops; There was a second by Tempesta. There was no further discussion. All were in favor. ***Motion passed.***
- Discussion regarding the Town's Facebook page which was originated by one person years ago who is no longer associated with the Town. It is difficult to gain the administrative access; need to set up a new Facebook page which would mean losing the current followers. Agreed by consensus.
- The State requires that every 5 years (every cycle) the records are updated by those who have property in current use. Document has been sent to those on record with having property in current use. The Town Assessor is in the office on Mondays from 10 -2pm for appointments for assistance.

OLD BUSINESS

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ADMINISTRATIVE UPDATE

- Town Administrator Rautiola gave an update.

CORRESPONDENCE

- SWRPC Bylaws, Comment on Draft Update

PUBLIC INPUT

- Discussion with Michael York

NON-PUBLIC SESSIONS

Non-public session #1 per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of a person

Motion was made by LaBelle 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 a person., seconded by Tempesta. All in favor by Roll Call and the ***motion passed*.** The Board entered non-public session at 6:30pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present was Town Administrator Lori Rautiola

Motion was made by LaBelle to come out of non-public session, seconded by Tempesta. All in favor by Roll Call and the ***motion passed***. Non-public session ended at 7:41pm.

Motion was made by LaBelle to seal the minutes because divulgence of the information likely would affect adversely the reputation of a person other than a member of this Board, seconded by Tempesta. All were in favor and the ***motion passed***.

Non-public session #2 per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect

adversely the reputation of a person

Motion was made by LaBelle 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 a person., seconded by Tempesta. All in favor by Roll Call and the ***motion passed*.** The Board entered non-public session at 6:30pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present was Town Administrator Lori Rautiola

Motion was made by LaBelle to come out of non-public session, seconded by Tempesta. All in favor by Roll Call and the ***motion passed***. Non-public session ended at 7:41pm.

Motion was made by LaBelle to seal the minutes because divulgence of the information likely would affect adversely the reputation of a person other than a member of this Board, seconded by Tempesta. All were in favor and the ***motion passed***.

Non-public session #3 per RSA 91-A:3, II (c) Matters which, if discussed in public, would likely affect adversely the reputation of a person

Motion was made by LaBelle 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 a person., seconded by Tempesta. All in favor by Roll Call and the ***motion passed*.** The Board entered non-public session at 6:30pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present was Town Administrator Lori Rautiola

Motion was made by LaBelle to come out of non-public session, seconded by Tempesta. All in favor by Roll Call and the ***motion passed***. Non-public session ended at 7:41pm.

Motion was made by LaBelle to seal the minutes because divulgence of the information likely would affect adversely the reputation of a person other than a member of this Board, seconded by Tempesta. All were in favor and the ***motion passed***.

Non-public session #4 per RSA 91-A:3II(e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.

Motion was made by LaBelle to enter Non-public 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 against this board or any subdivision thereof, or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled. The motion was seconded by Hutwelker. The Selectmen voted unanimously by roll call to go into non-public session at 6:30 p.m. ***Motion passed.*** Present was W. William Hutwelker III, and James Tempesta and Mark LaBelle. Also present was Town Administrator, Lori Rautiola.

Motion was made by Tempesta to leave non-public session and return to public session. The motion was seconded by Hutwelker, with all in favor. ***Motion passed***. Non-public session ended at 7:41 p.m.

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

Non-public session #5 per RSA 91-A:3II(a) the dismissal, promotion, or compensation of any public employee 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 employee or the disciplining of such employee. The motion was seconded by Hutwelker. The Selectmen voted unanimously by roll call to go into non-public session at 6:30 p.m. ***Motion passed.*** Present was W. William Hutwelker III, and James Tempesta and Mark LaBelle. Also present was Town Administrator Lori Rautiola.

Motion was made by Tempesta to leave non-public session and return to public session. The motion was seconded by Hutwelker, with all in favor. ***Motion passed***. Non-public session ended at 7:40 p.m.

Motion was made by LaBelle to seal the minutes of the non-public session. The motion was seconded by Hutwelker. 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 7:45pm.

Respectfully Submitted,

Lori Rautiola
Town Administrator

Approved on June 4, 2025