Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – August 6, 2025
Whitcomb Hall
17 Main Street, Swanzey, NH

CALL TO ORDER

The meeting was called to order by Chair W. William Hutwelker III, at 5:29pm. at Whitcomb Hall, Main Street, Swanzey, NH. Other members present were Selectmen James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

OTHERS PRESENT

Kai Kraemer with FACT TV, Michael York, Mark Scalera, Jim Jarzabek

MINUTES

- The regular meeting minutes of July 9, 15, and 23, 2025, were considered. There was a motion by LaBelle to approve the minutes as presented which was seconded by Tempesta. Hutwelker suggested edits to the July 9th minutes which were accepted. There was no further discussion. All were in favor and the motion passed.

- The non-public session minutes of July 15 #3 and #4, and July 29, 2025 #1 and 2, 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 and the motion passed.

CONSENT AGENDA

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

A. Payroll Manifest
B. Accounts Payable Manifest
C. Notice of Intent to Cut- M/209 L/1
D. Raffle Permit-Connecticut River Sportsman's Club
E. Open Container Permit- Alexis Fredette - Whitcomb Hall
F. Open Container Permit – Liz Traynor - Whitcomb Hall
G. Notice of Intent to Cut-M/228-L/6
H. Municipality Land Use Change Tax Bill-365 Sawyers Crossing Rd

PUBLIC INPUT

PUBLIC HEARING 5:40 P.M. - Acceptance of Personal Property.

The property to be donated to the Fire Department is as follows:

- One (1) Cutter #25050155
- One (1) Spreader #25040198
- One (1) RAM #25030374

LaBelle explained these items are battery operated tools to assist in extracting occupants of crashed vehicles; they were donated by Swanzey Center Fire Company Association and that the donation includes 9 batteries.

There was a motion made by LaBelle pursuant to RSA 31:95 (e) to accept the donation of auto extrication equipment in the form of hydraulic tools as noted above. This donation includes nine batteries. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

APPOINTMENTS

- None

NEW BUSINESS

A. Approval of Cardinal Surveying Estimates

A grave has been discovered to be on the Mead's property, and the property line needs to be adjusted. This had been tabled from the July 23 meeting so could be determined where the funds would come from; this discussion is tabled until 8/20/2025 meeting so the homeowners can attend.

B. Discussion on a Covered Bridge Committee & Passive Guard Barriers

Chair Hutwelker reported that there have been many discussions regarding the damage being done to the covered bridges and suggestions have been made regarding erecting structures in front of the 3 bridges to keep tall vehicles from entering the bridges and causing damage. He went on to state that DPW Joe DiRusso has established a committee to research and suggest solutions to be presented to voters; there will be several public hearings before the deliberative session to inform the public. DiRusso has identified possible committee members and is recommending the following to be appointed to the committee: Scott Self, Gordie Ayotte, Mike Faulkner, Jeff Hurt and Lisa Thorne. Tempesta stated he would also like to serve on the committee as well.

There was a Motion made by Labelle to appoint Scott Self, Gordie Ayotte, Mike Faulkner, Jeff Hurt and Lisa Thorne to the committee. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

There was a motion made by LaBelle to name Tempesta as the Selectboard representative on the committee. There was a second by Hutwelker. There was no further discussion. All were in favor and the motion passed.

C. Updated Credit Card Policy

Hutwelker explained that the previous Town Administrator oversaw the credit card purchases; after his departure, this responsibility was taken on by the Finance department, but it has become a burden and doesn't provide appropriate oversight. The board reviewed and discussed some proposed policy revisions to allow better oversight and to reduce the burden on the Finance department.

There was a motion made by LaBelle to accept the Town's Credit Card Policy as updated with the amended date of August 6, 2025. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

D. Request to Review DRA-Property Tax 72-39-a Conditions for Elderly Exemptions

This will be on the agenda for the meeting on August 20

OLD BUSINESS

- none

ADMINISTRATIVE UPDATE

- Rautiola suggested upcoming meetings:
  - August 13th at 1pm at Whitcomb Hall regarding a resident's disagreement with a denial of a request for a tax abatement

- September 3 at Richardson Park to discuss septic systems' impacts on Swanzey Lake

- Rautiola reported that Josh Whipple, Recycling Center Solid Waste Manager, has negotiated the cost of the Bobcat Skid Steer which was previously approved for purchase at a total cost of $69,140. The cost is now reduced to $61,539. With some of the cost savings, he would like to purchase the forklift and frame attachment. The new total cost would be $63,590, which is still under the original budget.

  There was a motion made by LaBelle to approve the purchase for a total cost of $63,590. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

- Rautiola has been working with Pilgrim Pines and the East Coast Conference regarding a pilot agreement that was discussed while the previous Town Administrator was here. It appears some mistakes were made, and the agreement wasn't as planned. Work will be done to rectify this.

CORRESPONDENCE

- None

PUBLIC INPUT

- None

NON-PUBLIC SESSIONS

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

There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (c) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:04pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 6:23pm.

There was a motion 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; the motion was seconded by Tempesta. All were in favor and the motion passed.

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There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 6:33pm.

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.*

There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (a) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:33pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 6:43pm.

There was a motion 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; the motion was seconded by Tempesta. All were in favor and the motion passed.

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There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (a) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:43pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 6:52.

There was a motion 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; the motion was seconded by Tempesta. All were in favor and the motion passed.

Public Session:

Hutwelker brought up a previous topic which had been discussed at the July 15th meeting regarding a resident who requested the Town waive the $175 Transfer Station fee to dispose of a hot tub. At the time the request was denied, but the Board discussed the subject again.

There was a motion made by LaBelle to waive the fee for $175 for the resident at 422 Holbrook Avenue. There was a second by Tempesta. There was no further discussion. All were in favor and the motion passed.

Non-public session(s) per RSA 91-A:3, II *(e)* Consideration or negotiation of pending claims or litigation threatened in writing or filed by or against the public body, or by or against any member because of his or her membership in such body.

There was a motion made by LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (e) which was seconded by Tempesta. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 6:58pm. Present were W. William Hutwelker III, James Tempesta and Mark LaBelle. Also present were Town Administrator Lori Rautiola and Recording Secretary Susan Ells.

There was a motion made by LaBelle to come out of the non-public session, seconded by Tempesta. All were in favor by Roll Call and the motion passed. The Non-public session ended at 7:08pm.

There was a motion 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; the motion was seconded by Tempesta. All were in favor and the motion passed.

ADJOURNMENT

There was a motion by LaBelle to adjourn the meeting which was seconded by Tempesta; there was no further discussion. All were in favor and the motion passed. Adjournment occurred at 7:09pm.

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on August 20, 2025