TOWN OF SWANZEY

620 OLD HOMESTEAD HIGHWAY
P.O. BOX 10009
SWANZEY, NH 03446-0009
TOWN HALL (603) 352-7411 FAX (603) 355-8099
WWW.SWANZEYNH.GOV

Board of Selectmen Meeting Agenda

Monadnock Regional HS Gym, 600 Old Homestead Hwy.

March 11, 2025

1. Call to Order – 6:00 PM

2. Consideration of Meeting Minutes
   A. Regular Meeting of February 26, 2025
   B. Nonpublic Meeting #1 of February 26, 2025
   C. Nonpublic Meeting #2 of February 26, 2025
   D. Nonpublic Meeting #3 of February 26, 2025
   E. Nonpublic Meeting #4 of February 26, 2025

3. Consent Agenda
   A. Payroll Manifest
   B. Payables Manifest
   C. Raffle Permit #2025-05 – Keene Senior Center
   D. Raffle Permit #2025-06 – Monadnock Sportsmen's Association
   E. Raffle Permit #2025-07 – Monadnock District Education Association
   F. Intent to Cut – M220 L176-000 176 – Arrowcrest Drive
   G. Intent to Cut – M209 L21-1 – Safford Drive
   H. Personnel Action Reports

4. Public Input

5. Nominations
   A. Bruce Bohannon – Capital Improvement Program Committee

6. Consideration of New Business
   A. Delegation of certain signing authorities

7. Consideration of Old Business
   A. Community Power recommendations

8. Administrative Update

9. Correspondence
   A. Welfare General Assistance Report

Agenda items and times are tentative and subject to change – they are provided for informational purposes only

10. Public Input

11. Possible non-public sessions, as needed

12. Adjournment

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MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Alex Torpey, Interim Town Administrator

RE: March 11, 2025 Agenda

DATE: March 10, 2025

CC:

1. **Call to Order – 6PM**

2. **Consideration of Meeting Minutes**
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   B. Nonpublic Meeting #1 of February 26, 2025
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   D. Nonpublic Meeting #3 of February 26, 2025
   E. Nonpublic Meeting #4 of February 26, 2025

3. **Consent Agenda**
   A. Payroll Manifest
   B. Payables Manifest
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   F. Intent to Cut – M220 L176-000 176 – Arrowcrest Drive
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   H. Personnel Action Reports

4. **Public Input**

5. **Nominations**
   A. Bruce Bohannon – Capital Improvement Program Committee

SUGGESTED MOTION: I move to appoint Bruce Bohannon to the Capital Improvement Program Committee for a three-year term ending March 2028.

6. **Consideration of New Business**

   A. **Delegation of certain signing authorities.** While in the phase between Town Administrators, there are certain documents that would be easier to have signing authority delegated to the respective department head, rather than making multiple transfers. This is to give DPW Director Joe DiRusso ability to sign on the following grants and loans with the NH DES, with each one needing a separate designation that needs to be signed (attached provided by DES).

SUGGESTED MOTION #1: I move to approve the designation of Joe DiRusso as an "Authorized Representative of the Applicant" for the purposes of signing on behalf of the Town for the Webber Hill Road Slope Stabilization.

SUGGESTED MOTION #2: I move to approve the designation of Joe DiRusso as an "Authorized Representative of the Applicant" for the purposes of signing on behalf of the Town for the California & N Winchester St SW Improvements.

SUGGESTED MOTION #3: I move to approve the designation of Joe DiRusso as an "Authorized Representative of the Applicant" for the purposes of signing on behalf of the Town for the Energy Efficiency and Solar Array.

SUGGESTED MOTION #4: I move to approve the designation of Joe DiRusso as an "Authorized Representative of the Applicant" for the purposes of signing on behalf of the Town for Comprehensive WWT and Facilities Planning Study.

7. **Consideration of Old Business**
   A. Community Power recommendations. The Energy Commission met on 3/10/25 and provided the recommendations for the Board of Selectmen outlined in the motion below.

SUGGESTED MOTION: I move to adopt the recommendations of the Energy Commission to a) continue with Good Energy/Standard Power for power contract, b) stay with the current program options including the default option of 35% renewable, and c) stay with the Keene/Wilton/Marlborough group for the duration of the contract.

8. **Administrative Update**

9. **Correspondence**
   A. Welfare General Assistance Report

10. **Public Input**

11. **Possible non-public sessions, as needed**

12. **Adjournment***

2025 TOWN MEETING COUNTDOWN

3/11/25 – Town Election

UPCOMING AGENDA ITEMS AND MEETINGS

3/11 – Board of Selectmen meeting
Community Power Discussion
3/18 – Board of Selectmen Onboarding Workshop
3/19 – Board of Selectmen
Re-organization Meeting

PENDING BOARD MATTERS / PROJECTS

- NEW Current RFPs/RFQs. View here: https://www.swanzeynh.gov/how_do_i/apply_for_obtain/rfp.php
  - Exterior painting
    - Due by 3/20/25 at 2pm
  - Request for Bids California & North Winchester Street Reconstruction
    - Due by 3/31/25 at 3pm
  - Swanzey Lake Dam Engineering Services
    - Due by 3/19/25 2pm
- NEW Current staff/personnel updates
  - Town Administrator Search
    - We have received more than 15 resumes from a wide range of qualified candidates with interesting local government experience. We began the first round of interviews last week, which we expect to be completed this week. We hope to have a next round identified for the BOS to interview towards the end of the month. We are also soliciting feedback from department heads and Town Hall staff on questions to incorporate into the next interview rounds. We are aiming to enable the BOS to make a decision on a final candidate in early April. We all feel optimistic about the candidate pool and finding a great match for the Town.
  - Current position openings in Swanzey:
    - Detective - Full time and/or Part time
      - Posting Date: Nov 12, 2019 03:08 PM End Date: Open until filled
    - On-Call Firefighters and EMTs positions
      - Posting Date: 03-04-2025 End Date: Open until filled
    - Police Officers
      - Posting Date: Dec 30, 2024 03:08 PM End Date: Open until filled
    - Police Officers
      - Posting Date: Dec 30, 2024 03:08 PM End Date: Open until filled
    - Public Beach Attendants
      - Posting Date: 03-04-2025 End Date: Open until filled
    - Public Beach Lifeguards
      - Posting Date: 03-04-2025 End Date: Open until filled
    - Town Administrator
      - Posting Date: 03-04-2025 End Date: Open until filled
    - Summer Camp Counselor
      - Posting Date: 03-04-2025 End Date: Open until filled
    - Summer Camp Lifeguard
      - Posting Date: 03-04-2025 End Date: Open until filled

- 🆕 Swanzey Lake Dam
  - RFQ listed above
  - Test releases are being coordinated for the summer months with Joe DiRusso and DES
- Retaining Wall at Station #2
  - From Joe DiRusso: During 2024 a portion of the fire stations retaining that was failing was removed and rebuilt. Initially, it was decided to forego replacing the safety fence at the top of the wall. Since this decision, some safety concerns was raised. It is our understanding the funds would come out of the Fire Station CRF.
- Webber Hill Road Stabilization –
  - 🆕 Project is overall around ~60% done (with wall itself closer to 75% done). Expectation is completion by the summer.
  - Construction began in September and after several months of working through issues work resumed in earnest in December and solid progress is being made.
  - 2025: Project Close out
- Rail Trail Improvements –
  - We received the engineering report from Hoyle Tanner on 1/30 and are currently reviewing it. The RTAC will get back to me with any feedback after their meeting Thursday night.
- Christian Hill Road Bridge Replacement – Design work has been progressing well but slowly. Current hold up is with the Division of Historical Resources regarding historic mitigation. As required, we listed this bridge for sale and received no bids so it can be hopefully repurposed at the Ashuelot Rail Trail to bridge one of the large washouts. We are waiting for DES approval to give clearance to move forward with design of bridge relocation. Then Hoyle Tanner will provide a scope of work and cost for design, which will be 100% funded by NHDOT because it is a mitigation project.
- California & North Winchester Street Reconstruction project – design work is nearing completion with final steps being environmental reviews and finalizing permissions and easements.
  - 🆕 Pre bid to be held meeting this Wednesday, due by 3/31.
  - Bidding February/March 2025
  - Construction April 2025 – November 2025
- Grange Hall Roof Repair – Work is substantially complete and we are scheduling a walkthrough.
- NHDOT Rt. 32 Bridge over Martin Brook and Dry Hydrant – Progress is slow, continuing to work with DOT and DuBois & King. A design and cost estimate for the dry hydrant were provided to DOT on 1/28. Bidding for construction is now scheduled in March or ’26 with construction likely in ’27. A public hearing is expected this spring for a project update and revised schedule.
- Wastewater Solar Array –
  - 🆕 The Planning Board gave site plan approval on 2/27. Nothing further needed at this time. You can see the approved plans and applications materials in the Planning Board agenda packet here.
  - Design, permitting, and other coordination has been underway with DES, Moonshot Missions, and ReVision Energy. This is on the Planning Board’s agenda for 2/27 for site plan review.
- Wastewater Treatment Plant Study – We had the kickoff meeting with NHDES and Underwood Engineers on 1/21 and a stie visit with Underwood Engineers on 1/22. Current schedule is:

    - Metals & Phosphorus Removal Pilot Study — January – July 2025
    - Historical Review, Future Projections, WWTF Inspection — March 2025
    - Mid-point meeting with Town & NHDES — June 2025
    - Capacity and Future Upgrades — June 2025
    - Draft hard copy report for review by Town & NHDES — August 2025
    - Wrap-up meeting with Town & NHDES — September 2025
    - Final hard copy & electronic report — September 2025
    - Estimated completion — October 2025
- West Swanzey AA Park – Project is complete, staff is working on closeout.
- Brown Field Improvements – Staff is working on identifying grants or other funding sources.
- West Swanzey TIF District – on hold pending Town Meeting vote.
- West Swanzey Water Company Purchase & Improvement – on hold pending Town Meeting vote.
- Fire Station Project – on hold pending Town Meeting vote.

Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – February 26, 2025
Whitcomb Hall
17 Main Street, Swanzey, NH

Note: Draft Minutes are subject to review, correction and approval by the Board. Review and approval of Minutes generally takes place at the next regularly scheduled meeting of the Board.

CALL TO ORDER
The meeting was called to order by Chair Sylvester Karasinski at 5:31p.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 Mike Gomarlo, Mike York, Mike Kowalczyk, Emily Manns, Bob Audette.

MINUTES
- The regular meeting Minutes of February 19, 2025 were considered. There was a **motion** by Tempesta to approve the regular meeting Minutes of February 19, 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 19, 2025 were considered. There was a **motion** by Tempesta to approve the non-public meeting Minutes of February 19, 2025. The motion was seconded by Karasinski. Hutwelker abstained and there was no further discussion. ***Motion passed.***
- The Special meeting Minutes of September 23, 2024 were considered. There was a **motion** by Tempesta to approve the special meeting Minutes of September 23, 2024. The motion was seconded by Hutwelker and there was no further discussion. All were in favor. ***Motion passed.***
- The Special meeting Minutes of January 6, 2025 were considered. There was a **motion** by Tempesta to approve the Special meeting Minutes of January 6, 2025. The motion was seconded by Hutwelker and there was no further discussion. All were in favor. ***Motion passed.***
- The Special meeting Minutes of January 21, 2025 were considered. There was a **motion** by Tempesta to approve the Special meeting Minutes of January 21, 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
- Special Event Permit #2025-02 – Feeding Tiny Tummies Touch a Truck
- Special Event Permit #2025-03 – Feeding Tiny Tummies Fall Festival
- Special Event Permit #2025-04 – Swanzey Snow Fest
- Personnel Action Report(s)

PUBLIC INPUT
The Chair asked for input from the public and there was none at this point.

NOMINATION

The Board considered the nomination of Angelo DiBernardo to the Economic Development Advisory Committee.

Tempesta **moved** to appoint Angelo DiBernardo as a full member to the Economic Advisory Committee With a term ending Town Meeting 2028. There was a second by Hutwelker and no further discussion. All were in favor. ***Motion Passed.***

NEW BUSINESS

Ashuelot Rail Trail Washout Repair & TAP Grant Update. After the Town re-directed the engineering study to repair the segment between Holbrook Avenue (near Summer Street). Kowalczyk updated the Selectmen on where the grant funds were. It was discussed that in 2026 the funds should be added in a warrant article and voted to continue using the money for the washout repairs. Hutwelker requested Branley add it to the calendar with correct wording and process for the incoming Town Administrator to be aware of.

2025 repairs include the road crossings and three areas along the rail trail that have metal culverts that need repairing due to the deterioration of metal, causing washout of the earth underneath the trail. Kowalczyk has been in communication with Department of Public Works Director, Joe DiRusso on the repairs and DiRusso suggested he would look at it to see if it was something his department could repair to save the town money. RTP approved hardpack on Cheshire Trail, DiRusso will also review the work, so the town won't need to get three quotes because the grantee (the town) will be doing the work.

Discussion followed with updates on trail improvements in other towns. Kowalczyk concluded with some possible ideas for funding to complete the remainder of repairs that the trail system will need on Swanzey Factory Rd.

Community Power Update – the Town's current joint purchasing agreement through Standard Power with the City of Keene and the Towns of Marlborough and Wilton is set to expire in December. Standard Power reached out in regard to being prepared for possible pricing in the spring (likely April). The Energy Commission has been discussing whether to stay with this group or explore joining the Community Power Coalition, the time to explore other options may have passed. If the Town delays much longer, the buying group may move on without Swanzey. Consensus to move forward with Standard Power and the current buying group should be sufficient to be revisited in the future.

Emily Manns from Standard Power discussed the next steps in the process of renewing the contract. Keene is willing to lead the buying group again. Pricing is set to be reviewed in April, Manns is hoping the best prices will be reflected at that time. She explained the benefits of fixed pricing and how customers appreciate the predictable cost for the duration of the contract. Discussion of the contract terms between Hutwelker and Manns continued. The terms are April through December (30 months). Swanzey is up for renewal. In reflection of participation numbers in the town, Hutwelker questioned the reason for a 400-resident decrease since the start of the contract. Manns said decreases can be due to people moving or rates with Eversource could be cheaper. Currently, Eversource is slightly cheaper than Community Power.

Bob Audette from the Energy Commission was called up to be part of the conversation. He stated there had been much discussion among the Energy Commission about what would be the best recommendation to the Selectmen and the Board. Audette felt a secure price for 30 months is reassuring to residents. It is an option for residents to sign up with the Community Power plan and they have the same option to opt out at any time. If a resident is enrolled with Community Power and moves, the agreement is void and the new occupant will need to enroll with Community Power. Discussion surrounding fees of those enrolled in Community Power

came up and what those fees would mean with public assistance and the town. Audette said there will be an Energy Commission Meeting March 10th, at which time they will vote on a recommendation. No vote was made.

PUBLIC INPUT

Branley thanked everyone and is trusting that things will continue to move in a positive direction for Swanzey.

NON-PUBLIC SESSIONS

Non-public session(s) per RSA 91-A:3, II(b) Hiring of a Public Employee(s)

Motion was made by Tempesta to enter nonpublic session pursuant to RSA 91-A:3, II(b) Hiring of public employee(s), seconded by Hutwelker. All in favor by Roll Call and the ***motion passed.*** The Board entered nonpublic session at 6:50 p.m. Present was James Tempesta, W. William Hutwelker III, and Sylvester Karasinski. Also present was Town Administrator Michael Branley, Recording Secretary Meagen Kerris, and Deputy Fire Chief Vincent Sanchez.

Discussion of two new hires for the Fire Department.

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 7:03 pm.

Motion was made by Tempesta to hire Jacob Sanchez as a Call Fire Fighter 1, seconded by Hutwelker. All in favor by Roll Call and the ***motion passed***.

Motion was made by Tempesta to hire Aidan Paju as an uncertified Call Fire Fighter, seconded by Hutwelker. All in favor by Roll Call and the ***motion passed***.

Motion was made by Tempesta 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 Hutwelker. All were in favor and the ***motion passed***.

Non-public session(s) per RSA 91-A:3, II(b) Hiring of a Public Employee(s)

Motion was made by Tempesta to enter nonpublic session pursuant to RSA 91-A:3, II(b) Hiring of public employee(s), seconded by Hutwelker. All in favor by Roll Call and the ***motion passed.*** The Board entered nonpublic session at 7:04 p.m. Present was James Tempesta, W. William Hutwelker III, and Sylvester Karasinski. Also present was Town Administrator Michael Branley, Recording Secretary Meagen Kerris.

Discussion of a new hire for the Recording Secretary position.

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 7:08 pm.

Motion was made by Tempesta to hire Joanne Everson as the part-time Recording Secretary, seconded by Hutwelker. All in favor by Roll Call and the ***motion passed***.

Motion was made by Tempesta 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 Hutwelker. All were in favor and the ***motion passed***.

Non-public session(s) per RSA 91-A:3, II(b) Hiring of a Public Employee(s)

Motion was made by Tempesta to enter nonpublic session pursuant to RSA 91-A:3, II(b) Hiring of public employee(s), seconded by Hutwelker. All in favor by Roll Call and the ***motion passed.*** The Board entered nonpublic session at 7:09 p.m. Present was James Tempesta, W. William Hutwelker III, and Sylvester Karasinski. Also present was Town Administrator Michael Branley, Recording Secretary Meagen Kerris.

Discussion of a new hire for the Deputy Town Clerk position.

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 7:21 pm.

Motion was made by Tempesta to hire Amanda Norcross as Deputy Town Clerk per hour, seconded by Hutwelker. All in favor by Roll Call and the ***motion passed***.

Motion was made by Tempesta 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 Hutwelker. All were in favor and the ***motion passed***.

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 the public body itself.

Motion was made by Tempesta 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 the public body itself, seconded by Hutwelker. All in favor by Roll Call and the ***motion passed.*** The Board entered nonpublic session at 7:22 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.

Discussion of salaried employees.

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 7:35 pm.

Motion was made by Tempesta 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 Hutwelker. All were in favor and the ***motion passed***.

ADJOURNMENT

Motion to adjourn the meeting was made by Tempesta. The motion was seconded by Hutwelker without further discussion. All were in favor. ***Motion passed.*** Adjournment occurred at 7:36 p.m.

Respectfully Submitted,

Meagen Kerris
Recording Secretary

Approved on

TOWN OF SWANZEY

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RAFFLE PERMIT
(RSA 287-A)

SYNOPSIS OF REQUIREMENTS OF RSA 287-A (RSA 287-A:1-11)

RSA 287-A allows raffles to be conducted by charitable, religious, educational charitable, civic, veteran and fraternal organizations, or political committee or party to promote the purposes for which they are organized. Tickets shall be sold only to persons 16 years of age or older. Tickets must have printed on their face the name of the organization, date, and place of the drawing, the prize(s) to be awarded, and the amount of the donation. Raffle Permits are required to be issued for raffles by the Selectmen of the Town where the drawing for the prize(s) will be held. Raffle tickets that are sold at an event lasting 12 hours or less do not need to obtain a raffle permit.

PERMIT# 2025-05

Name of Organization: KEENE SENIOR CENTER
is hereby licensed and authorized to operate and/or conduct a raffle at

Location where drawing will be conducted: DILLANT-HOPKINS AIRPORT
located in Swanzey, New Hampshire.

Name of contact person: SALLY RINEHART

Address: 24 SCHOOL ST, KEENE

Phone# 803 770-3681 Email: SallyCOUNTRYFARM@gmail.com

Items(s) to be raffled (attach list if necessary): _____

This license is valid, permitting sales of tickets, for the following dates:

APRIL 1, 2025 to MAY 18, 2025

Date of raffle drawing: MAY 18, 2025

Approved by: _____

_____

_____ Date: _____
Swanzey Selectmen

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PERMIT# 2025-06

Name of Organization: Monadnock Sportsmen's Association
is hereby licensed and authorized to operate and/or conduct a raffle at

Location where drawing will be conducted: 107 Westport Village Road
located in Swanzey, New Hampshire.

Name of contact person: Katie Plummer

Address: 782 Roxbury Rd Keene NH 03431

Phone# 603-757-6305 Email: Msahound@gmail.com

Items(s) to be raffled (attach list if necessary): Meat pakage, Cord of wood, Sporting Gift Card

This license is valid, permitting sales of tickets, for the following dates:

March 30, 2025 to October 30, 2025

Date of raffle drawing: May 3rd, July 5th 2025

Approved by: _____

_____

_____ Date: _____

Swanzey Selectmen

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RAFFLE PERMIT
(RSA 287-A)

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PERMIT# 2025-07

Name of Organization: Monadnock District Education Association (for Scholarship Fund)
is hereby licensed and authorized to operate and/or conduct a raffle at

Location where drawing will be conducted: Monadnock Middle/High School
located in Swanzey, New Hampshire.

Name of contact person: Debby Gove

Address: 73 Perry Lane Unit 5, Swanzey, NH 03446

Phone# 603 762-4481 Email: debbyg@sau.gmail.com

Items(s) to be raffled (attach list if necessary) 2 Adirondack chairs and 1 side table made by MRMHS Students + Staff

This license is valid, permitting sales of tickets, for the following dates:

04/01/25 to Oct 08, 25

Date of raffle drawing: 06/09/25

Approved by: _____

_____

_____ Date: _____
Swanzey Selectmen

FORM **PA-7**

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION

NOTICE OF INTENT TO CUT WOOD OR TIMBER

RECEIVED
MAR 03 2025
TOWN OF SWANZEY

(Assigned by Municipality)

YR | TOWN | OP# — T

For Tax Year April 1, 2025 to March 31, 2026

PLEASE TYPE OR PRINT *(If filling in form on-line; use TAB Key to move through fields)*

1. Town/City of: SWANZEY
2. Tax Map/Block/Lot or USFS Sale Name & Unit No.
   220-176-000 176
3. Intent Type: Original ☒ Supplemental ☐ _____ (Original Intent Number)
4. Name of Access Road: ARROWCREST DR
5a. Acreage of Lot: 1 Acreage of Cut: 1
5b. Anticipated Start Date: 03 / 17 / 2025
6. Type of ownership (check only one):
   a. Owner of Land and Stumpage (Sole Owner) ☒
   b. Owner of Land and Stumpage (Joint Tenants) ☐
   c. Owner of Land and Stumpage (Tenants in Common) ☐
   d. Previous owner retaining deeded timber rights ☐
   e. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements ☐

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER ☒ **OR** LOGGER / FORESTER ☐

BY MAIL ☐ **OR** E-MAIL ☐

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Attach a signature page for additional owners.

Travis M Phillips — 03/03/2025
SIGNATURE OF OWNER(S) OR CORPORATE OFFICER(S) — DATE SIGNED

TRAVIS M PHILLIPS
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

Leah K Phillips — 03/03/2025
SIGNATURE OF OWNER(S) OR CORPORATE OFFICER(S) — DATE SIGNED

LEAH K PHILLIPS
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

6 MORNINGSIDE LANE
MAILING ADDRESS

SWANZEY | NH | 03446
CITY OR TOWN | STATE | ZIPCODE

TRAVY42@HOTMAIL.COM
E-MAIL ADDRESS

6033214176 | _____
HOME PHONE (Enter number without dashes) | CELL PHONE (Enter number without dashes)

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	5000	MBF
Hemlock	2000	MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	5000	MBF
Ash		MBF
Soft Maple	3500	MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box		MBF
Other (Specify)		MBF
Pulpwood	**Tons**	
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Biomass Chips		
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood		Cords

9. Species and Amount of Wood or Timber For Personal Use or Exempt.See exemptions on back of form.

Species	Amount:

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner, and certifies that they are familiar with RSA 227-J, the timber harvest laws.

[signature] 3/4/25
SIGNATURE OF PERSON RESPONSIBLE FOR CUT — DATE

LUCAS BLAKE
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

44 SPRING ST
MAILING ADDRESS

HINSDALE | NH | 03451
CITY OR TOWN | STATE | ZIPCODE

6038032077 | _____
PHONE NUMBER | E-MAIL ADDRESS

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:
1. All owners of record have signed the Intent;
2. The land is not under the Current Use Unproductive category;
3. The form is complete and accurate; and
4. Any timber tax bond required has been received.
   $ 0 Date: 3/3/25
5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
6. This form to be forwarded to DRA immediately after signing.

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL — DATE
SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL — DATE
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SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL — DATE

To Bruce Bohannon of Swanzey, NH in the County of Cheshire

WHEREAS, there is a vacancy in the office of the Capital Improvement Committee in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said

Bruce Bohannon as a Capitol Improvement Committee member

of said town; and upon your taking the oath of office, and having this appointment and certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such office until another person shall be chosen and qualified in your stead.

Given under our hands this day _____

_____

Selectmen of

_____ **Swanzey**

_____

I, Bruce Bohannon, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a Capitol Improvement Committee member according to the best of my abilities, agreeable to the rules and regulations of the constitution and laws of the State of New Hampshire.

SO HELP ME GOD.
STATE OF NEW HAMPSHIRE
CHESHIRE COUNTY, S.S.

Personally appeared the above named, Bruce Bohannon, who took and subscribed the foregoing oath.
Before me,

_____
Bruce Bohannon

Sworn in Date:_____
Date Received and recorded_____.

_____
Swanzey Town Clerk

D. Designation of Authorities for Clean Water SRF Loan

WHEREAS,

The Town of Swanzey, New Hampshire after thorough consideration of the nature of its water pollution problem, hereby determines that the construction of certain works, generally described as:

Webber Hill Road Slope Stabilization is desirable and in the public interest, and to that end it is desired to apply for assistance from the State Revolving Fund (SRF); and

WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the Clean Water State Revolving Fund, and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY

The Board of Selectman, the governing body or Board of Directors of said Applicant, as follows:

1. That the person holding the position of Director of Public Works, currently held by Joseph DiRusso, is hereby designated as the Authorized Representative of the Applicant for the purpose of filing an application for a loan in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500, furnishing such information, data, and documents pertaining to the Applicant for a loan as may be required;

2. That if such loan be made, the following position(s), currently held by the following individual(s), is/are the Authorized Representative(s) of the Applicant for the purpose of signing any documents pertaining to the disbursement of funds to the loan recipient.

   Director of Public Works Joseph DiRusso

3. That if such loan be made, the Applicant agrees to repay the loan as stipulated in the loan agreement.

4. That a certified copy of this resolution be included as part of the application to be submitted for a loan.

5. That persons holding the following position(s) at the time of loan execution are authorized to sign the loan agreement binding the Applicant to the terms and conditions of the loan.

   Director of Public Works Joseph DiRusso

6. That if such loan be made, the Applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

VOTED: _____ _____ _____

I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification.

ATTEST:

Date: Click or tap to enter a date.

D. Designation of Authorities for Clean Water SRF Loan

WHEREAS,

The Town of Swanzey, New Hampshire after thorough consideration of the nature of its water pollution problem, hereby determines that the construction of certain works, generally described as:

California & N Winchester St SW Improvements is desirable and in the public interest, and to that end it is desired to apply for assistance from the State Revolving Fund (SRF); and

WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the Clean Water State Revolving Fund, and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY
The Board of Selectman, the governing body or Board of Directors of said Applicant, as follows:

1. That the person holding the position of Director of Public Works, currently held by Joseph DiRusso, is hereby designated as the Authorized Representative of the Applicant for the purpose of filing an application for a loan in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500, furnishing such information, data, and documents pertaining to the Applicant for a loan as may be required;

2. That if such loan be made, the following position(s), currently held by the following individual(s), is/are the Authorized Representative(s) of the Applicant for the purpose of signing any documents pertaining to the disbursement of funds to the loan recipient.

   Director of Public Works Joseph DiRusso

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4. That a certified copy of this resolution be included as part of the application to be submitted for a loan.

5. That persons holding the following position(s) at the time of loan execution are authorized to sign the loan agreement binding the Applicant to the terms and conditions of the loan.

   Director of Public Works Joseph DiRusso

6. That if such loan be made, the Applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

VOTED: _____ _____ _____

I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification.

ATTEST:

Date: Click or tap to enter a date.

D. Designation of Authorities for Clean Water SRF Loan

WHEREAS,

The Town of Swanzey, New Hampshire after thorough consideration of the nature of its water pollution problem, hereby determines that the construction of certain works, generally described as:

Energy Efficiency and Solar Array is desirable and in the public interest, and to that end it is desired to apply for assistance from the State Revolving Fund (SRF); and

WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the Clean Water State Revolving Fund, and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY

The Board of Selectman, the governing body or Board of Directors of said Applicant, as follows:

1. That the person holding the position of Director of Public Works, currently held by Joseph DiRusso, is hereby designated as the Authorized Representative of the Applicant for the purpose of filing an application for a loan in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500, furnishing such information, data, and documents pertaining to the Applicant for a loan as may be required;

2. That if such loan be made, the following position(s), currently held by the following individual(s), is/are the Authorized Representative(s) of the Applicant for the purpose of signing any documents pertaining to the disbursement of funds to the loan recipient.

   Director of Public Works Joseph DiRusso

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   Director of Public Works Joseph DiRusso

6. That if such loan be made, the Applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

VOTED: _____ _____ _____

I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification.

ATTEST:

Date: Click or tap to enter a date.

D. Designation of Authorities for Clean Water SRF Loan

WHEREAS,

The Town of Swanzey, New Hampshire after thorough consideration of the nature of its water pollution problem, hereby determines that the construction of certain works, generally described as:

Comprehensive WWT and Facilities Planning Study is desirable and in the public interest, and to that end it is desired to apply for assistance from the State Revolving Fund (SRF); and

WHEREAS, the Applicant has examined and duly considered the provisions of RSA 486:14 and the New Hampshire Code of Administrative Rules Chapter Env-Wq 500, which relate to loans from the Clean Water State Revolving Fund, and deems it to be in the public interest to file a loan application and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED BY

The Board of Selectman, the governing body or Board of Directors of said Applicant, as follows:

1. That the person holding the position of Director of Public Works, currently held by Joseph DiRusso, is hereby designated as the Authorized Representative of the Applicant for the purpose of filing an application for a loan in accordance with New Hampshire Code of Administrative Rules Chapter Env-Wq 500, furnishing such information, data, and documents pertaining to the Applicant for a loan as may be required;

2. That if such loan be made, the following position(s), currently held by the following individual(s), is/are the Authorized Representative(s) of the Applicant for the purpose of signing any documents pertaining to the disbursement of funds to the loan recipient.

   Director of Public Works Joseph DiRusso

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   Director of Public Works Joseph DiRusso

6. That if such loan be made, the Applicant agrees to make provisions for assuming proper and efficient operation and maintenance of the facilities after completion of the construction thereof.

VOTED: _____ _____ _____

I certify that said vote has not been amended or repealed and remains in full force and effect as of the date of this Certification.

ATTEST:

Date: Click or tap to enter a date.

General Assistance report. January & Feb. 2025

Total assistance YTD $38,607.00 under budget $8,059.00

GENERAL ASSISTANCES

01-4441-1-350 GA Medical Services	$ 00.00	0 clients
01-4441-1-352 GA Food Vouchers	$ 00.00	0 client
01-4441-1-410 GA Electricity	$ 1638.00	4 clients
01-4441-1-411 GA Heat	$ 00.00	0 clients
01-4441-1-440 GA Housing Assistance	$33,716.00	26 clients
01-4441-1-615 GA Clothing	$ 00.00	0 clients
1-4441-1-690 GA Transportation	$ 240.00	2 clients
01-4441-1-691 GA Burials	$ 00.00	0 clients
Payroll, postage, supplies etc.	$ 4889.00	
GENERAL ASSISTANCE TOTAL	**$ 38,607**	**32 clients**