Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – October 7, 2026
Whitcomb Hall
17 Main Street, Swanzey, NH

CALL TO ORDER

The meeting was called to order by Chair James Tempesta at 4:11pm at Whitcomb Hall, Main Street, Swanzey, NH. Other members present were Selectmen Mark LaBelle, W William Hutwelker, James Ward and Alan Gross. Others present were Joan Hagar, Terry Hall, Joe Shea, and Margaret Feraios representing Viewpoint Cooperative, Inc, along with Steve Bittel, Scott Self, and Joe DiRusso.

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

A motion was made by Mark LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (c) which was seconded by Jay Ward. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 4:12pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Others present were Joan Hagar, Terry Hall, Joe Shea, and Margaret Feraios representing Viewpoint Cooperative, Inc, along with Steve Bittel, Scott Self, and Joe DiRusso.

A motion was made by Mark LaBelle to come out of the non-public session, seconded by Jay Ward. All were in favor and the motion passed. The non-public session ended at 5:21pm.

A motion was made by Mark 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; Jay Ward seconded the motion; all were in favor by Roll Call and it passed 5-0.

OTHERS PRESENT

Recording Secretary Susan Ells, Ann Heffernon, Ashlee Crosby, Jeremy Bourgeois, the new Town Administrator, Joe DiRusso, Scott Self

Chair Tempesta resumed the meeting at 5:30pm. He announced that the Town has lost the services of FACT TV who had been recording the meetings; the Board hopes to find an alternative soon.

MINUTES

The regular meeting minutes of September 15, 2026, September 23, 2026, September 24, 2026 and September 29, 2026 were considered. A motion was made by Mark LaBelle to approve the minutes as. Jay Ward seconded the motion, and it passed 5-0.

The non-public session minutes of September 23, 2026 Sessions 1, 2 & 3, September 24, Sessions 1, 2 & 3, and September 29, 2026 Sessions 1 & 2 were considered. A motion was made by Mark LaBelle to approve the minutes as presented. Jay Ward seconded the motion, and it passed 5-0.

CONSENT AGENDA

A. Payroll Manifest
B. Accounts Payable Manifest

A motion was made by Mark LaBelle to approve the Consent Agenda. Jay Ward seconded the motion, and it passed 5-0.

PUBLIC INPUT
None

APPOINTMENTS

A. Ashlee Crosby – Recreation Department Update

Ashlee Crosby provided the September update for the Recreation Department; she reported that they have seen a consistent number of participants over the past few years with 156 kids registered for soccer this season. This year they added a running club for children ages 2 – 6th graders organized and led by community member Katie Patterson. There are plans to continue this program in the Spring.

Brown Field is rented by several softball teams and Keene Knights football.

The Rec department held an event called Witches on the Lake, and have Trunk or Treat planned with a haunted trail and a costume contest.

Chair Tempesta told Ashlee that the Board is going to invite the Cal Ripken Association board to attend the next meeting to discuss how the past year went; he invited Ashlee to attend; she asked that they bring documentation of any improvements they made.

The Recreation Department vehicle will be repaired next week. When discussing keeping the vehicle clean, Ashlee was told she could use the facilities at the Town Hall.

Ashlee asked for a volunteer to read *The Night Before Christmas* at the Town's event called A Very Swanzey Christmas and Alan promptly volunteered.

Next, there was a discussion regarding projects still needed at Richardson Park.

A motion was made by Mark LaBelle to approve the expenditure of $1850 from the Recreation Capital Reserve, account 15-4520-4520-1-002, for the striping of the parking lot on Richardson Park by Stripe it and Seal it. The motion was seconded by Jay Ward; with no further discussion, the motion carried.

B. Joe DiRusso – Town Facilities

Chair Tempesta let Joe know that all department heads now know to contact Joe when any work is needed on town buildings.

Joe told the Board that there have been issues with snow and ice sliding off the roof of Whitcomb Hall, in fact there has been a claim for ice damaging a car. The building has a slate roof which is unique, and he was able to obtain a quote for an aluminum pipe style snow retention system from Guyer & Son Roofing who has worked on the building in the past.

Mark LaBelle made a motion to spend $9500 for a Snow retention system on Whitcomb Hall to be installed by Guyer and Son Roofing with the funds to come from the Whitcomb Hall Remediation Fund. Jay Ward seconded the motion and it passed unanimously.

Next, Joe explained to the Board that currently, when there is an election, the DPW spends a lot of time and labor loading, setting up, breaking down, and packing all the items needed (voting booths, ballot boxes, etc.) and then moving and unloading them again to store them. He had asked MRSD for permission to park a

container in the high school parking lot, but they declined. He requested authorization to purchase a trailer that would permanently store these items.

Mark LaBelle made a motion to spend $14,300 for a 2026 Nitro cargo trailer from Troy Powersports with the funds from the DPW and Cemetery equipment fund. Jay Ward seconded the motion and it passed unanimously.

Next, Joe explained that DPW was hoping to install a French drain at Town hall to eliminate the excessive water draining off the roof since there is currently no gutters. They discovered there is no room to get a drain out, so the solution would be to install a gutter on the room; he is currently getting a quote.

Joe feels there will be funds left over to finish off the Town Hall's lower-level conference room into office space and a break room area. Jay suggested using cubicles for the offices.

The Board thanked Joe for his ingenuity and thrift with regard to the projects he manages for the Town, often saving taxpayer money.

C. Ann Heffernon and Scott Self – Governance Committee

Ann Heffernon asked Joe if they could meet regarding how to publicize the Town's request for a new DPW building which will be on the warrant again this year. She suggested FB interviews, community conversations at several locations, and PowerPoint presentations. Jay suggested making a video out of the PowerPoint presentation and offered his assistance.

Ann would also like to publicize the Wastewater system project and the West Swanzey Water Company in this way as well, to help educate the voters as to the necessity and benefits of these proposed projects.

Jay suggested including Jeremy Bourgeois in these publicity projects.

Ann let the Board know that Bob Audette has agreed to work with the Ad Hoc committee. After she has a meeting with him, she will have more information about the newsletter.

Next, Ann brought up the subject of adding a calendar to the new website.

Lastly, Ann asked the Board if there is a way to apply a Code of Conduct to committees stating that members are expected to treat each other with civility. Bill suggested having a statement on the application and the Chair can read it when opening the meeting, or as needed.

NEW BUSINESS

A. Long-Term Disability Policy Review – postponed for a future meeting

OLD BUSINESS

A. Whitcomb Hall – Event Setup/Coverage for Upcoming Rentals

The Board discussed divvying up the opening and closing duties for Whitcomb Hall for the upcoming weekends. This will be on the Board's agenda for the foreseeable future until another solution has been decided upon. The Board discussed the possibility of hiring a cleaning company. A meeting to discuss this issue further will be scheduled in the future.

ADMINISTRATIVE UPDATE

A. September Staff Monthly Reports

CORRESPONDENCE
None

PUBLIC INPUT
Scott Self asked the Board how many zoning amendments should be added to the warrant; he was concerned that with all the other items on warrant, there might be too many to add what the Planning Board is proposing following the recent audit. He will discuss this subject with the Planning Board at the next meeting. Alan will be at the meeting and will recommend minimizing the number of amendments for this year.

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
A motion was made by Mark LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (c) which was seconded by Jay Ward. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 7:22pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present was Recording Secretary Susan Ells.

A motion was made by Mark LaBelle to come out of the non-public session, seconded by Jay Ward. All were in favor and the motion passed. The non-public session ended at 7:29pm.

A motion was made by Mark 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; Jay Ward seconded the motion; all were in favor by Roll Call and it passed 5-0.

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.*
A motion was made by Mark LaBelle to enter a non-public session pursuant to RSA 91-A:3, II (a) which was seconded by Jay Ward. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 7:30pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present was Recording Secretary Susan Ells.

A motion was made by Mark LaBelle to come out of the non-public session, seconded by Jay Ward. All were in favor and the motion passed. The non-public session ended at 7:36pm.

A motion was made by Mark 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; Jay Ward seconded the motion; all were in favor by Roll Call and it passed 5-0.

ADJOURNMENT
A motion was made by Mark LaBelle to adjourn the meeting; Jay Ward seconded the motion, and it passed 5-0. Adjournment occurred at 7:37pm.

Respectfully Submitted,

Susan Ells, Recording Secretary
Approved on October 14, 2026