Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – October 28, 2026
Whitcomb Hall
17 Main Street, Swanzey, NH

CALL TO ORDER

The meeting was called to order by Chair James Tempesta at 5:00pm at Whitcomb Hall, Main Street, Swanzey, NH. Other members present were Selectmen Mark LaBelle, W William Hutwelker, James Ward and Alan Gross. Also present was Recording Secretary Susan Ells and DPW Director Joe DiRusso.

APPOINTMENTS

A. Eric Spenlinhauer – Town Hall Streams 5:00 pm via Zoom

Mr. Spenlinhauer discussed options for streaming board meetings so that they are available online, now that the Town has lost the services of FACT TV.

He explained using a 360-degree camera and a laptop and said that a new Meeting Owl 5 camera might cost about $1500, but he suggested shopping for one on EBay; he said he can upgrade older versions of V3 or newer. A laptop would be needed; ideally one dedicated to this purpose.

Swanzey would have a dedicated page on the website for recorded meetings; to schedule the meetings, the user would need to log into the Town Hall Streams' site to schedule the planned meetings. At that scheduled time, the server would be looking for a video stream and would broadcast it; it would also be recorded and available on demand. Viewers would go TownHallStreams.com and find Swanzey from the list of all towns, or Swanzey but could provide a hyperlink to place onto the Town's website and could also provide a link to each meeting on the Board's meeting page. The recording could also be downloaded and saved on the Town's server indefinitely. Town Hall Streams saves the files for 5 years. Francestown, Troy, Rindge, Jaffrey are local towns who use the service if the Board wants to get feedback on the performance. The month-to-month contract would be $300/month for the services.

When wiring a new room for this purpose, such as at the Town Hall, there are options for speakers and more cameras for better results.

The Board will review the proposal with the Town Administrator and will get back to Mr. Spenlinhauer.

OTHERS PRESENT

Kyle Hodgman, Shana Thompson, Alyssa Hodgman from Cal Ripkin Association; Cody Gordon from Greylock Properties

MINUTES

The regular meeting minutes of October 2, 2026; October 15, 2026; October 21, 2026; and October 23, 2026 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.

The non-public session minutes of October 2, 2026; October 15, 2026, Sessions 1 & 2; and October 23, 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
C. License to Sell Pistols and Revolvers – Warner Tool Company Inc
D. Special Event Permit – Monadnock Ford
E. Special Event Permit – Carlisle Wide Plank Floors

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

PUBLIC INPUT

Joe DiRusso explained that Cody Gordon from Greylock Properties will be requesting approval from the Planning Board to improve up to 1100 feet of Kempton Road to a Class 5 road to allow for up to 4 building lots. At the same time, they would put in a hammerhead turn-around for plowing and grating which will require an easement. Joe asked the Board for their approval for this project.

Mark LaBelle made a motion to approve extending Kempton Road up to 1100 feet to a Class 5 status, contingent on the Planning Board approving the subdivision. Jay Ward seconded the motion; all were in favor and the motion carried.

Chair Tempesta thanked Cody for all the work he has done for the Town.

APPOINTMENTS

A. Kyle Hodgman – Cal Ripken Association

Chair Tempesta invited the group to provide feedback on how this year went for the association. Kyle replied that it went well; they had an increase in numbers especially at the tee ball age which required 3 additional teams for 90+ kids. Parking on unused fields solved the parking problem; tournaments have been scheduled differently to address parking. There is still an issue with people using the ball fields as a dog park even though there are signs and dog stations. A designated dog park might solve that but there is no room. They have not heard any complaints from neighbors. They did have an incident where kids broke into the cook shack and caused some minor vandalism.

Chair Tempesta mentioned that Recreation Director Ashlee Crosby requested a list of donations and costs of upgrades to the property for her records. Shana replied that some donors don't wish to be recognized so they don't have invoices. Joe asked them to provide a list of projects accomplished so far this year as well as going forward; he told the Board that the Town has helped by reseeding gas and adding gravel. Kyle will provide their next year's schedule to Town Administrator Jeremy Bourgeous.

B. Joe DiRusso – Director DPW

Joe discussed adding cellular powered alarm systems to the 4 pump stations; the suggestion is to start with one to see how well it works so there is time to cancel before the 3-year contract becomes active.

Joe then gave an update regarding proposed weatherization at Whitcomb Hall. The Whitcomb Hall committee met with the Energy Commission; ultimately, they will likely reapply to extend the grant funds until decisions are made because there are some concerns regarding some of the options. Both committees were in agreement.

Joe then gave a DPW update; paving and road repairs are finishing up on Troy Hill Road, Goodell Ave, Simoneau Lane, California Brook, Safford Drive and Wilson Pond Road. The deck is almost done at Richardson Park; Town Hall basement project is nearly done.

Chair Tempesta let Joe know about a taxpayer who was upset about how much water was drained from Wilson Pond; Joe replied that he follows a policy to drain it on or after October 15, and also how much to lower it which is to leave one board which holds in the trash rack; he pointed out that there was less rain this year since he lowered the level.

Joe also reported that the Matthews Road Crossing flashing lights are installed and working. Cross walks will be painted next Spring.

Next, they discussed the project of changing the Town Hall sign to an electric sign, and the work that will be needed to get electricity to it. Also discussed was removing trees to allow parking for the school sporting activities and the stumps at the Potash Bowl to create more parking.

The Town of Roxbury has requested a quote to maintain their dirt roads; Joe determined a daily rate of $4K/day would be reasonable since it would require the grader, water truck, York rake, and roller as well as the labor of 3 people.

The Board then discussed the digital sign that was proposed for the Town Hall.

Mark LaBelle made a motion to spend up to $37,000 to purchase a 8mm sign for the Town Hall from Sousa Signs, with funds to come from the Town Hall IMS Capital Reserve Fund. Jay Ward seconded the motion; all were in favor; and the motion carried.

NEW BUSINESS

A. Standards of Conduct Policy – Review and Adoption

Mark LaBelle made a motion to adopt the Standards of Conduct Policy, with the understanding that it will be read aloud at least annually at each Town Board and Committee meeting and added to the volunteer application form for all new volunteers to sign. Jay Ward seconded the motion; all were in favor; and the motion carried.

B. Transfer of Title – Police Vehicle

Mark LaBelle made a motion to authorize the transfer of title of the 2019 black Ford Explorer to Gregory Damon, who purchased the vehicle through Municibid for $1,700.00, and to authorize Chair Tempesta to sign the title and any necessary documents to complete the transfer. Jay Ward seconded the motion; all were in favor; and the motion carried.

OLD BUSINESS

Chair Tempesta provided copies from the Recreation Department of schedules and activities which the Board reviewed.

Next, they discussed the schedule for the upcoming meetings:

- November meetings: November 3rd at 6pm at the elections instead of November 4th; meet November 10 instead of November 11; cancel meeting on November 25.
- December meetings: Cancel meeting on December 23rd.

Jay provided a sketch of possible office spaces in the lower level of the Town Hall and the Board discussed options.

The Board reviewed the **Water Sources of Cisterns, Draft Sites and Dry Hydrants** report provided by Deputy Fire Chief Mike Burke. The Board was impressed by the report and the time and effort Mike put into creating it. Chair Tempesta will invite him to review this with the Board on the 18th.

ADMINISTRATIVE UPDATE

The Board reviewed the proposal by Town Hall Streams; they agreed to authorize Jeremy Bourgeois to proceed with researching the solution and the determine the cost of purchasing a new Meeting Owl camera.

CORRESPONDENCE

A. Lake Host Program
B. Community Kitchen
C. Susan Armstrong

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

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 7:43pm. 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 Alan Gross. All were in favor and the motion passed. The non-public session ended at 7:46pm.

Bill gave an update on the West Swanzey Historical Society; Lee Dunham will meet with the Board at the next board meeting to discuss it further.

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 7:55pm.

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on November 3, 2026