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

Whitcomb Hall, 17 Main Street

April 8, 2026

1. Call to Order – 5:30
   https://www.youtube.com/@townofswanzey7377/streams - For live streaming

2. Pledge of Allegiance

3. Consideration of Meeting Minutes
   A. Regular Meeting: April 1, 2026
   B. Nonpublic Session(s): April 1, 2026, Sessions 1,2&3

4. Consent Agenda
   A. Payroll Manifest
   B. Accounts Payable Manifest
   C. 2026 Water/Sewer Supplemental Warrant – M/108 L/29
   D. Special Events Permit – Recreation Department – Sweep Up Swanzey
   E. Raffle Permit- Cheshire Fair Association
   F. Intent to Excavate – M/239 L/69

5. Public Input

6. Appointments
   A. Lee Dunham, Sexton – Update to Cemetery Fee Schedule
   B. Maureen Moeckel, Katherine Clark and Robert Clark Jr – The Stratton Free Library – Easements
   C. Ashlee Crosby- Recreation Director- Back Stop for South Road Field

7. Consideration of New Business
   A. Current Use Application – M/255 L/16
   B. Assessing Tax Abatement
      i. M/228 L/8
   C. Assessing - Elderly Tax Credit/Exemption
      i. M/104 L/61
      ii. M/227 L/28/0/BG0/22
      iii. M/246 L/11
      iiii. M/243 L/55/0/MH0/30
      iiiii. M/246 L/83
   D. Assessing – Veteran's Tax Credit/Exemption
      i. M/235 L/61

ii. M/254 L/41
iii. M/232 L/59
iiii. M/219 L/49

8. Consideration of Old Business
   A. GoGov Building Permit Software – Invoice Approval

9. Administrative Update

10. Correspondence
    A. City of Keene Wastewater Treatment Plant Open House, Thursday April 16th 10 am -6 pm

11. Public Input

12. Non-public session pursuant to RSA 91-A:3 II as needed

13. Adjournment

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

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   A. Lee Dunham, Sexton – Update to Cemetery Fee Schedule
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   C. Ashlee Crosby- Recreation Director- Back Stop for South Road Field

7. Consideration of New Business
   A. Assessing - Tax Abatement
      i. M/228 L/8

SUGGESTED MOTION: I move to approve the Abatement for Map 228 Lot 8 as recommended by the Town's contracted assessor, Bernaiche Consultants. (Please sign all documents at this time)

   C. Assessing - Elderly & Veteran's Tax Credit/Exemption
      i. M/104 L/61
      ii. M/227 L/28/0/BG0/22
      iii. M/246 L/11
      iv. M/243 L/55/0/MH0/30

v. M/246 L/83
vi. M/235 L/61
vii. M/254 L/41
viii. M/232 L/59
ix. M/219 L/49

SUGGESTED MOTION: I move to approve the slate of Elderly and Veteran Tax Exemptions as recommended by the Town's contracted assessor, Bernaiche Consultants. (Please sign all documents at this time)

8. Consideration of Old Business
   A. GoGov Building Permit Software – Invoice Approval

SUGGESTED MOTION: I move to authorize the withdrawal of $14,364.00 from the Town Hall Information Management Systems Expendable Trust Fund for the building permit software from GoGov, that was approved at the Dec 17, 2025, meeting.

9. Administrative Update
   A. BOS 2026 Schedule of Meetings

10. Correspondence
    A. City of Keene Wastewater Treatment Plant Open House, Thursday April 16th 10 am -6 pm

11. Public Input

12. Non-public session pursuant to RSA 91-A:3 II as needed

13. Adjournment

UPCOMING AGENDA ITEMS AND MEETINGS

April 15 BOS Meeting – Consideration of a Right to Know Request Policy Implementation
April 22 BOS Meeting –
April 29 BOS Meeting – JB Mack, SWRPC RE: On-call Engineering Program & Potential Projects

CURRENT EMPLOYMENT OPPORTUNITIES:

- Detective - Full time and/or Part time ○ Posting Date: Nov 12, 2019, 03:08 PM End Date: Open until filled
- Police Officers ○ Posting Date: Dec 30, 2024, 03:08 PM End Date: Open until filled
- On-Call Firefighters and EMTs positions ○ Posting Date: 03-04-2025 End Date: Open until filled

PENDING BOARD MATTERS / PROJECTS

- Online Building Permit and Code Enforcement software – Staff is working to have this implemented by the spring of 2026. Training sessions for the new online portal will be available with the Building Inspector/Code Officer for anyone who wishes to join in.
- Re-design of Town Website – Board approved a redesign of the current Town Website in the fall of 2025: Currently in the development stage – staff is working with local entrepreneurs to add some new photography to showcase some of Swanzey's finest beauty!

- Fire Station 2 Project: The project is moving along nicely: A change order was processed for an upsized generator and components; Concrete floors are scheduled to be polished the 1st week in March; Insulation and exhaust systems are scheduled to be installed after the floors are polished. The apparatus bay will likely be finished sometime in March. Project should be completed by the end of April.
- Swanzey Lake Dam –

NEW Wetland Scientist is scheduled to be on site April 7th (weather permitting). ***Flags will need to stay intact until the survey crew goes out.**

Engineering to begin once weight limits on roads are lifted.

- Christian Hill Road Bridge Replacement – Work is pending due to NEPA review which was completed in December. 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 has provided a scope of work and cost for design, which will be 100% funded by NHDOT as a mitigation project. The construction is scheduled to go out for bid in the early spring.
- 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 was provided to DOT on 1/28/25. Bidding for construction is now scheduled in March of ’26 with construction likely in ’27. A public hearing is was scheduled on March 31st at Whitcomb Hall at 5:30 pm.
- Wastewater Treatment Plant Study –

NEW In progress – the next monthly meeting is scheduled for April 2 @ 10:00 am at Whitcomb Hall. A draft study is available at Town Hall.

- Brown Field Improvements – Ongoing research on identifying grants or other funding sources.
- The Town has applied for a Tax Clean Electricity Investment Credit to help off-set the loan on the new solar array at the WW Treatment Plant – pending approval.
- NEW The Town has applied for Congressional Direct Spending for multiple potential projects, including funding for a new DPW building and a solar and battery array for the new Fire Station, along with funding for some other potential projects.

Town of Swanzey, New Hampshire
Board of Selectmen
Meeting – April 1, 2026
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 James Tempesta at 4:36pm at the new Fire Station on Route 321 Old Homestead Highway, Swanzey. Other members present were Selectmen Mark LaBelle, W William Hutwelker, James Ward and Alan Gross. Also present were Town Administrator, Lori Rautiola, Joe DiRusso, Eric Mattson, Mick Sanchez, Joe DiRusso and Ann Heffernon and other members of the public.

Bill Wheeler, employee of Gordon Services, gave a tour of the new Station. DPW Director, Joe DiRusso asked the Board for authorization to allow Steve Bowls from Process Energy - to do a case study on the plant and highlight the Wastewater solar array project, as well as to apply for the NH Energy Efficiency Award. The Board concurred and gave the authorization.

A motion was made by Mark LaBelle to recess at 5:00pm. There was a second by Jay Ward. All were in favor and the motion passed unanimously.

The meeting reconvened at 5:30pm at Whitcomb Hall. Other members present were Selectmen Mark LaBelle, W William Hutwelker, James Ward and Alan Gross. Also present were Town Administrator, Lori Rautiola and Recording Secretary, Susan Ells.

OTHERS PRESENT

Galen Robinson and Alex Stradling with FACT TV, Neil Jeneral, Stephon Mehu, Scott Self, Mark Scalera, Eileen Longe, Rob Kenney, Lillan Chirichella were also present.

MINUTES

The regular meeting minutes of March 25, 2026, were considered. A motion was made by Mark LaBelle to approve the minutes as amended. Jay Ward seconded the motion, and it passed 5-0.

The non-public session minutes of March 25, 2026, 1 and 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. Assessing Tax Levy M/239 L/69

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

PUBLIC INPUT

Mark Scalera referred to the discussion in the March 25th meeting regarding the proposed installation of a digital sign at the Town Hall and suggested a digital sign could be placed at the new fire station and leave the current sign at the Town Hall. Alan Gross suggested if this gets approved, a trench should be done early before landscaping, etc. Lori Rautiola was asked by the Board to obtain quotes and Alan Gross suggested contacting local vendors. Lori agreed, adding as soon as she obtains this information, she will place it on the agenda for discussion.

NOMINATIONS

A. Barbara Skully – Reappointment to Ashuelot River Local Advisory Committee

Mark LaBelle made a motion to appoint Barbara Skully to the Ashuelot River Local Advisory Committee. The motion was seconded by Jay Ward; Alan commented on the great work she has done for the committee. All were in favor and the motion passed unanimously.

B. Ashley Guion – Trustee of the Trust Fund, Alternate

Mark LaBelle made a motion to appoint Ashley Guion to the Trustees of the Trust Fund as an Alternate member as recommended by the Trustees of the Trust Fund for a 3-year term until 2029. The motion was seconded by Jay Ward; all were in favor and the motion passed unanimously.

NEW BUSINESS

A. Schedule for Grange Hall Paint Proposal

Stephon Mehu updated the Board regarding the Grange Hall Building exterior painting. The Preservation Society received an 'in kind' donation from a local painting contractor for the exterior painting of the building. Lori noted the previous Board authorized the work. Lori and Stephon requested a delay in the painting to consider the donation on the LCHIP grant application they hoped to work with the Grange Committee on. Scott Self mentioned that strategy might work if the grant was guaranteed, but the Town is not guaranteed to receive a grant award.

After some discussion it was decided that Lori would provide a letter to the donor and let the project begin as soon as the painter can start; the Town would need proof of insurance and a copy of their lead paint certification. Lori should communicate this with the painter. Stephon recommended fixing and restoring the windows now and coordinating it with the painting work. According to Bill, Joe DiRusso had requested holding off on working on the windows due to potential movement when the foundation is repaired. Eileen Longe said the windows will cost $1100 each and might be covered by a moose plate grant. Scott Self agreed that delaying might be wise since they might have storm windows installed which could protect the interior of the building when the windows were removed. He also explained the process of lifting the building and doesn't feel that the windows would be at risk. Mark Scalera asked Lori about the LCHIP grant and asked if it would pay for foundation work. Lori stated it was unclear if the building needed a new foundation or if it needed repointing/structural work, adding the first step in the process would be to hire a structural engineer to determine the status of the foundation. Jay Ward asked if the LCHIP would cover the structural engineer and Lori stated she did not have an answer but did not think it would cover that. She added the fee for that would generally be about $2500, adding there is money in the CIP that could be used for that purpose.

Mark LaBelle made a motion to authorize the painting project to move forward. Jay Ward seconded the motion; all were in favor and the motion passed unanimously.

Bill Hutwelker explained there are potentially three proposals for the foundation: One solution is to seal the foundation for about $25,000 by Hutter Foundations. The second was estimated by a local contractor who

toured the building with Joe DiRusso; that estimate was $150,000 and included jacking building. His concern in this situation is whether jacking the building jeopardizes the historical significance of the building. The third estimate was from Dubois & King which was a modified replacement of the foundation. Bill suggested the Town hire a third-party structural engineer, such as Steve Tarbox, who would inspect the structure with Joe DiRusso and provide a professional impartial report for $2500.

Scott Self suggested the Board establish a building committee and the Committee could do the investigative work for the Board.

B. Consideration of establishment of a Grange Hall [Building] Sub-committee

Eileen Longe provided the Board with a request to form a Town-appointed Grange Hall Building with a recommendation to appoint Alan Gross, Scott Self, Mark Scalera, Rob Kenney, Lillian Chirichella, Linda Minickiello and Elieen Longe, who were also on the prior advisory committee. She added the committee would make recommendations on priorities to the Board of Selectmen. Chair Tempesta asked Scott Self if this committee would then research the needed repairs for the foundation, conduct interviews, etc., to which Scott concurred and that they would look for other committee members. Lori suggested Town staff be on the committee, such as herself and Joe DiRusso, adding it would be important to have oversight for both the financial and structural sides of the project. Mark Scalera mentioned the volunteer positions would need to be posted for 10 days to see who else is interested. Jay asked if there was anyone with grant experience and Elieen replied that the committee has been working with Lori on grants. Jay pointed out that actively seeking funding should be part of the purpose of the committee. Tempesta asked the Board's opinion about having Lori, Joe and Stephon included. Bill Hutwelker cautioned about having too large a group because it needs to be focused. He encouraged them to recruit people with a construction background and fundraising experience. Lori to post the open seats for a committee.

Mark LaBelle made a motion to approve the formation of the Grange Hall Building Committee; Bill Hutwelker seconded the motion with the purpose of this committee being: to research, prioritize work, explore options, obtain estimates, seek funding, and support construction-related activities of the Golden Rod Grange Hall. With no further discussion, the motion passed unanimously.

Bill asked if they would prefer the Board to appoint the Chair of the committee, but the majority of the Board mentioned the Committee should appoint their own. Scalera thanked the board.

APPOINTMENTS

A. Ashlee Crosby- Recreation Director- Back Stop for South Road Field

Lori noted Ashlee could not attend. Neil Jeneral, who lives near South Road Field, spoke to the Board to inquire about the work that is planned for the back stop. In the past, he has expressed his concern to the Town regarding balls that have hit and damaged his vehicles, and he had suggested a solution then for the back stop. Mr. Jeneral stated he isn't complaining about the balls coming into the yard and how he often helps the kids find the stray balls, but he doesn't want the balls to damage his cars as they have in the past and he has borne the cost.

Mr. Jeneral went on to say that he doesn't want the Town to spend money unnecessarily on changes that he doesn't feel would solve the problem. He feels there are engineering solutions and has done some 3D modeling and feels he knows how high the back stop should be. Lori Rautiola responded they are planning to raise the back stop height but did not know if funding was available for anything extra. Lori and the Board concurred to wait for Ashlee to be present. The discussion was tabled.

NEW BUSINESS - Continued

C. Consideration of Revised Fee Schedule for Whitcomb Hall Rental Agreement

Bill Hutwelker asked Lori Rautiola for clarification on the types of meetings that would not include a cleaning fee. There was also discussion regarding use of the kitchen and when insurance would be required. Jay Ward suggested the Town staff could have authorization to make the determination when the extra fees would be charged based on the intended use of the hall. Lori will have Katie Collins make some edits and will bring the new version back to the Board for review.

D. Assessing Tax Abatements

a. M/244 L/11
b. M/254 L/22
c. M/248 L/3, M/248 L60
d. M/109 L/56

Mark LaBelle made a motion to approve the slate of Abatements as recommended by the Town's contracted assessor, Bernaiche Consultants. The motion was seconded by Jay Ward; all were in favor and the motion passed unanimously.

E. BOS Schedule of Meetings – tabled

OLD BUSINESS

A. Consideration of adoption Addendum to Personnel Policy

The Board discussed the addendum with Lori Rautiola.

Mark LaBelle made a motion to approve the Addendum to Personnel Policy as written with the effective date April 1, 2026. The motion was seconded by Jay Ward. After some discussion, Chair Tempesta, Alan Gross and Mark LaBelle were in favor; Jay Ward and Bill Hutwelker voted against; the motion passed 3-2.

Bill Hutwelker reported that the net metering extension bill is coming in front of committee next week and the Town has been asked by the energy committee to reaffirm net metering by extending it an additional 20 years. If successful, there will be a public hearing, and the Town will be asked again to reaffirm; it was suggested that the Town provide testimony regarding the benefits to the Town. Bill asked for and received the Board's census. He will send an email and will copy the Board.

Bill then went on to say that he and Jim Tempesta have been working with the Swanzey Water and Sewer Advisory Committee, and he thinks they are ready to proceed and would like to appoint a chair and vice chair or to ask the committee to appoint them. Chair Tempesta recommended appointing Scott Self for Chair, Pat Ambrosio for Vice Chair, and Steve Bittle for Finance. He said there is a meeting tomorrow at 10am.

Jay Ward moved to appoint Scott Self as Chair, Pat Ambrosio for Vice Chair, and Steve Bittle for Finance for the Swanzey Water and Sewer Advisory Committee. Mark Labelle seconded. All were in favor and the motion carried.

Lori noted she learned after the Board asked to post for an Alternate Position for CIP, that the Committee was established by Town vote and she was unsure if the Board could appoint another member since it was

established with a number of positions stated on the ballot; adding, she was going to confirm with legal before posting the vacant position on the website.

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 Bill Hutwelker. All were in favor by Roll Call and the motion passed**.** The Board entered the non-public session at 7:12pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present were Town Administrator Lori Rautiola and 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 by Roll Call and the motion passed. The non-public session ended at 7:18pm.

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, and it passed 5-0.

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 7:18pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present were Town Administrator Lori Rautiola and 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 by Roll Call and the motion passed. The non-public session ended at 7:26pm.

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, and it passed 5-0.

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 7:51pm. Present were James Tempesta, Mark LaBelle, W. William Hutwelker III, James Ward and Alan Gross. Also present were Town Administrator Lori Rautiola and 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 by Roll Call and the motion passed. The non-public session ended at 8:03pm.

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, and it passed 5-0.

OTHER BUSINESS

Bill Hutwelker gave an update regarding the Stratton Library property line. The neighbors have approved providing an easement along the back of the building in exchange for the Town providing an easement on the east side extending into the driveway. The plan is to sign the easements on April 6 at the Selectboard meeting. Bill's next step is to work with Ken and Sharon Greatbatch for an easement on the corner of the lot where the library's mini split will be located. He has already spoken with them, and they are in favor of this arrangement.

Bill next expressed his reservations regarding the newly formed Grange Hall Building committee nominating their own chair and suggested that the Selectboard make that nomination.

Mark Labelle made a motion to appoint Scott Self as the chair of the Grange Hall Building Committee. The motion was seconded by Jay Ward. With no further discussion, the motion was passed unanimously.

Lori Rautiola announced to the Board that she made an offer for the Whitcomb Hall caretaker position which was accepted at the rate offered.

ADJOURNMENT

A motion was made by Name to adjourn the meeting; Name seconded the motion, and it passed 5-0.

Adjournment occurred at 8:10pm.

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on

DRAFT

Town of Swanzey, New Hampshire
Cemetery Department Fee Schedule
2026

The following fees will be charged for burials and other related services:

Burials	$ 500
Weekends & Holidays	$ 700
Burial of Children (Age 1 to 11 years)	$ 300
Weekends & Holidays	$ 450
Burial of Infants (Less than 1 year)	$ 175
Weekends & Holidays	$ 250
Interment of Ashes	$ 250
Weekends & Holidays	$ 350
Disinterment – Full Body Burial Vaults	$ 1,000
Disinterment – Cremated Burial Urns	$ 500
Additional Cremation in double urn or inside casket	$ 25

Weekday (non-holiday) burial hours are between 8 a.m. and 2 p.m.

Burials scheduled after 2 p.m. will be subject to the additional after hours charge in addition to the above burial/interment of ashes fee.

Weekend and Holiday burial hours are between 8 a.m. and noon.

Burials scheduled after noontime will be subject to the additional after hours charge in addition to the above weekend and holiday burial/interment of ashes fee.

Additional after hours charge: $50.00 per hour for cremations, $200.00 per hour for full burial.

Vault Storage	
For all remains put into storage	$ 250

DRAFT

Permanent Lot Assignments

Permanent lot assignments to residents of the Town of Swanzey shall be sold at the following rates:

Standard burial lots (4' x 10' each):

Single lot (1 standard burial space) $ 500
$125 of this fee to be placed in the general cemetery trust fund

Two lots (2 standard burial spaces) $ 1,000
$250 of this fee to be placed in the general cemetery trust fund

Three lots (3 standard burial spaces) $ 1,500
$375 of this fee to be placed in the general cemetery trust fund

Four lots (4 standard burial spaces) $ 2,000
$500 of this fee to be placed in the general cemetery trust fund

Cremation Lots:

Existing Lots in Mountain View Cemetery (Section 23) $ 300 *
may contain up to 4 cremated remains (4' x 4' lot)
$75 of this fee to be placed in the general cemetery trust fund
* There are a limited number of 4' x 4' lots available for sale as of the date of adoption of this fee schedule (see below).

Cremation Lots in Mountain View Cemetery (Section 29) $ 450
may contain up to 6 cremated remains (6' x 6' lot)
$115 of this fee to be placed in the general cemetery trust fund

Cremation Lots in Oak Hill Cemetery (Section 25) $ 450
may contain up to 6 cremated remains (6' x 6' lot)
$115 of this fee to be placed in the general cemetery trust fund

Cremation Lots in Westport Cemetery (Section C) $ 450
may contain up to 6 cremated remains (6' x 6' lot)
$115 of this fee to be placed in the general cemetery trust fund

Corner Stones (required – 1 set of 4 corner stones): $ 300
(Corner Stones price is subject to change at anytime)

DRAFT

Municipality	Single Burial Lot	Cremation Lot	Full Burial		Cremation Burial			
			Weekday	Weekend	Weekday	Weekend		
Swanzey	$ 400.00	$ 300.00	$ 350.00	$ 475.00	$ 175.00	$ 225.00		
Proposed	$ 600.00	$ 450.00	$ 600.00	$ 800.00	$ 250.00	$ 350.00		
Keene	$ 900.00	$ 600.00	$ 720.00	$ 1,800.00	$ 300.00	$ 800.00		
Richmond	$ 165.00		$ 400.00	$ 450.00	$ 125.00	$ 125.00		
Winchester	$ 550.00				$ 175.00			
								.
Troy	$ 150.00	$ 300.00	$ 600.00	$ 700.00	$ 200.00	$ 300.00		
Sullivan	$ 200.00	$ 150.00						
Fitzwilliam *	$ 700.00	$ 425.00	$ 400.00		$ 150.00			
Laconia	$ 700.00	$ 500.00	$ 850.00	$ 1,000.00	$ 400.00	$ 575.00		

Invoice

1930 Veterans Hwy #12-425
Islandia, NY 11749

(925) 456-4468
Billing@GOGovApps.com

Invoice #:	26-242
Inv. Date:	04/01/2026
Due Date:	05/01/2026
PO / Ref #:	
License Period:	4/1/2026 – 3/31/2027

Bill To:

Lori Rautiola
Swanzey Town, NH

GOGov EIN # **83-2833905** • Download our W9 - https://GOGovApps.com/W9

Description	Service Start	Qty Months	Amount
GOEnforce Code Enforcement subscription	04/01/2026	12	6,180.00
GOPermits Online Permitting & Licensing subscription	04/01/2026	12	9,780.00
GORequest Citizen Request Management (CRM) for Code Enforcement subscription	04/01/2026	12	0.00
Bundle Discount for Multiple Modules	04/01/2026	12	-1,596.00

Total	**14,364.00**
BALANCE DUE	**$14,364.00**

City of Keene
Wastewater Treatment Plant
Open House

420 AIRPORT ROAD, SWANZEY, NH 03431

Thursday, April 16th 10:00 AM-6:00 PM

Raindate: April 17th

The WWTP will be hosting an open house for the public

Come see what happens to the water after it goes down the drain!

Opportunity to meet staff and ask questions

Tours of the facility will be provided throughout the event

The Wastewater Treatment Plant is funded by Sewer Rates

Over $10 million in proposed capital investment for FY27-33
(see back for project details)







NEW HAMPSHIRE Clean Water Week APRIL 12-18, 2026

ADVANCED TREATMENT
(FY27-29) $200,000

- Related the WWTP's next National Pollution Discharge Elimination System (NPDES) permit
- Likely to have new limits to meet
- Consulting service to manage *"Daphnia"* blooms seasonally
- Potential plant upgrades to meet permit requirements

BUILDING RENOVATION & DEMOLITION PROGRAM (FY30-33) $805,000

- Demolition, maintenance and renovations to existing buildings
- Renovation of bathrooms & locker rooms
  - Original to plant, will be 45 years old
- Replacement of all windows and some exterior doors
  - WWTP will be 47 years old at time of renovation, end of useful life

CHEMICAL FEED SYSTEM UPGRADE PROJECT (FY27-29) $600,000

- New chemical feed building with bulk storage tanks and chemical feed equipment
- Current storage is outdoors
- Gives ability to switch to bulk chemical deliveries

CLARIFIER EQUIPMENT REPLACEMENT PROJECT (FY27-33) $670,000

- Weir and baffle system material upgrade from aluminum to composite material
- Installation of an additional baffle system to aid settling and improve effluent quality
- Both primary clarifiers weir and baffle system are scheduled to be replaced outside this CIP prior to FY35

FIBER OPTIC REPLACEMENT PROJECT
(FY27-29) $97,500

- Replaces the five (5) mile long fiber optic network cable that connects the City's network from City Hall to the WWTP.
- Cost will be split with the Airport
- Fiber will also be replaced throughout the wastewater treatment plant

GRIT REMOVAL CLAMSHELL REPLACEMENT PROJECT
(FY30) $85,000

- Replacement of the original (1985) grit removal clamshell apparatus
  - New clamshell type apparatus that will be compatiable with the City's hoist, cable and rail system.

HVAC REPLACEMENT PROJECT
(FY29-33) $1,310,000

- Replaces heating, ventalation, and air conditioning (HVAC) units at the WWTP
- Important for fresh air exchange that provides protection for equipment and employee safety
- New HVAC systems will meet all air exchange requirements as specified

LABORATORY INSTUMENTATION & EQUIPMENT REPLACEMENT PROGRAM
(FY 27) $105,000

- Replacement of laboratory instrumentation and support equipment used for wastewater analysis
- Atomic absorption (AA) spectrometer is due for replacement in FY27, allows for in-house testing of low level metals

PAVEMENT REPLACEMENT PROJECT
(FY30) $225,000

- Repaving at the WWTP facility
- Original to plant in 1985
- WWTP access road was paved in 2025, project was roughly $162,000 under budget

RAS VALVE REPLACEMENT PROJECT
(FY29) $265,000

- Return Activated Sludge (RAS) pipe is 16-inch ductile iron pipe located in service tunnel at the WWTP.
- Two shut off valves in need of replacement
- Valves allow RAS to be diverted into one aeration base or the other

ROOF REPLACEMENT PROJECT
(FY28) $150,000

- Majority of original roof system on main control building was replaced in 2022
- Another section of roofing on the control building needs to be replaced that was not done in phase 1

SEPTAGE PUMPS REPLACEMENT PROJECT (FY30-31) $295,000

- Replaces two (2) septage pumps original to the plant (1985) and replaces them with three (3) newer, updated versions of the original
- Also replaces valves associated with the septage pumping system
- New pumps expected to be more energy efficient

SLUDGE REPLACEMENT PROJECT
(FY30) $230,000

- Replacement of two (2) progressive cavity sludge pumps that pump sludge from the storage tank to the dewatering screw presses
- Pumps have been in service since 1996
- Replacement of the two pumps, motors, and controls

TANK REPAIR PROGRAM
(FY27-33) $5,325,000

- Improvements to the secondary clarifiers and splitter box as well as the aeration basins and the sludge storage tank.
- Outside of this CIP will be coating of the two primary clarifiers, concrete repairs and coating of the sludge storage tanks and repairs to secondary splitter box.

UV LAMP & EQUIPMENT REPLACEMENT PROGRAM (FY29-33) $237,000

- WWTP uses ultra violet (UV) light technology to destroy E. coli bacteria from treated water before it is discharged to the Ashuelot River
- 240 total UV lamps in the system to be replaced after 14,000 hours of use (approximately 4 years)