Town of Swanzey, New Hampshire
Board of Selectmen
PM Meeting – September 8, 2026
Monadnock Regional Middle/High School
Middle School Science Room - Swanzey, NH

CALL TO ORDER
The meeting was called to order by Chair James Tempesta at 6:05pm at Monadnock Regional Middle/High School, Swanzey, NH. Other members present were Selectmen W William Hutwelker, James Ward and Alan Gross. Also present was Recording Secretary Susan Ells.

ABSENT
Mark LaBelle

OTHERS PRESENT
None

MINUTES
The regular meeting minutes of September 2, 2026 were considered. Bill Hutwelker noted a correction needed to change RSA 91-A:3, II (i) to read RSA 91-A:3 II (l). A motion was made by Jay Ward to approve the minutes as amended. Alan Gross seconded the motion, and it passed 4-0.

The non-public session minutes of September 2, 2026 Sessions #1, 2, 3 and 4 were considered. Bill Hutwelker noted a correction needed in Session #1 to change RSA 91-A:3, II (i) to read RSA 91-A:3 II (l). A motion was made by Jay Ward to approve the minutes as amended. Alan Gross seconded the motion, and it passed 4-0.

CONSENT AGENDA
A. Payroll Manifest – was not available
B. Accounts Payable Manifest - was not available
C. Special Events Permit - Monadnock Varsity Girls Soccer Benefit Craft Fair
D. Special Events Permit – Motorcycle Swap Meet
A motion was made by Jay Ward to approve the Consent Agenda **items C and D**. Alan Gross seconded the motion, and it passed 4-0.

PUBLIC INPUT
None

APPOINTMENTS
None

NEW BUSINESS
A. Purchase of New Laptops for Finance Director and Town Administrator – EmerTech

Jay Ward made a motion to approve the purchase of a laptop and setup for the incoming Town Administrator from EmerTech in the amount of $2,573.21, and a laptop and setup for the incoming Finance Director from EmerTech in the amount of $3,013.19, for a total amount of $5,586.40, to be paid from the Town Hall IMS Expendable Trust line. Alan Gross seconded the motion, and it passed 4-0.

OLD BUSINESS

A. Workweek and Overtime, Holiday, Vacation and Sick Policy Review and Approval

Jay Ward made a motion to approve the Workweek and Overtime, Holiday, Vacation and Sick policies. Alan Gross seconded the motion; all were in favor and the motion carried 4-0.

ADMINISTRATIVE UPDATE

Jay Ward reported that Stephon Mehu sent him an email regarding another grant the Town could apply for regarding drinking water infrastructure. Jay will send the information to the Board.

CORRESPONDENCE

None

PUBLIC INPUT

None

The Board discussed items for the next meeting including approving this week's Payroll Manifest and Accounts Payable Manifest.

At 6:49PM, Jay Ward made a motion to recess the meeting until after the polls closed; Alan Gross seconded the motion; the motion carried 4-0.

The meeting resumed at 7PM when the polls closed.

ADJOURNMENT

A motion was made by Jay Ward to adjourn the meeting; Alan Gross seconded the motion, and it passed 4-0.

Adjournment occurred at 9:14pm.

Respectfully Submitted,

Susan Ells, Recording Secretary

Approved on September 16, 2026