

PUBLIC HEARING

TOWN OF ANTRIM ADMINISTRATIVE ASSISTANT POSITION

December 17, 1990

The following list some of the options available to the Town with respect to the opening created by the resignation of our former administrative assistant. The current staffing positions consist of the administrative assistant, a bookkeeper/secretary, and five hours per week secretarial help from the water/sewer secretary.

1. Replace the assistant and continue having the Selectmen's office open forty (40) hours per week.
2. Replace the assistant with a half time position and maintain the rest of the staff at a bookkeeper/secretary and one part time helper. This option would most likely result in the Selectmen's office being open less than 40 hours per week since the bookkeeper/secretary cannot get any meaningful work accomplished when she has to also answer the phone and field all inquiries to the office. One time option might be to have the office open from 8 to 12, Monday to Thursday.
3. Do not replace the assistant, hire a part time secretary to the Board of Selectmen, and reduce the hours' the Selectmen's office would be open to 12-16 hours per week. Maintain the rest of the staff as is.
4. Replace the assistant with a full time secretary to the Board and keep the office hours and the balance of the staff as is. This option would reduce the level of support the other town departments would receive as the secretary would not possess the skills an assistant would.

The Selectmen are open to other options but everyone must realize that cost is not the only factor to be considered in arriving at the final decision.

PUBLIC HEARING REGARDING AA POSITION 12/17/90

Present: William Suydam, Chairman, Edwin Rowehl, Donald Phelps, 22 taxpayers, list attached, Betty Shaw, Secretary.

Meeting called to order at 7:00

Since the Town passed a resolution at the last Town Meeting not to fill any vacancies without a public hearing, the Selectmen called this meeting.

Don started the meeting by reading the report from the 1987 AA study committee and list of 20 duties for which the AA was responsible.

Don pointed out at the time the position was created, the Town was experiencing a rapid growth. That growth is gone for the present.

Bill asked for questions.

The Selectmen presented those present with a list of four options regarding the open position.

A discussion as to filling the position with the condition of the economy ensued. Taxpayers are concerned over the cost and question if Antrim can afford an AA at this time.

Selectmen agreed to consider all that was said before making a decision.

Selectmen asked to be excused from this portion of the meeting to take care of other matters. No decision was made at this time as to what and how the selectmen will handle the position. They will take all they have heard into consideration.

The regular meeting of the Board of Selectmen was called to order at 7:50.

Barry Frosch, Bob Bethel and Mike Beauchamp met to review the fire department budget. They expressed their concern over having had \$2,000 moved from their budget to cover cost of the rescue squads workers comp. and \$995 to cover worker comp for the fire department. They asked if this is to be the practice, to let them know and they will add this to their budget. Don would like to see this as part of their budget.

A repair on one of the trucks was discussed.

The men asked if the fire department and the rescue squad could be incorporated. They believe this would reduce the cost of insurance as the people on the rescue squad are also firemen.

A question arose as to the Fire/Highway Capital Reserve.

Marie Slagaski was interviewed to fill a position as an alternate member of the Planning Board. Don moved to appoint Marie as an alternate member of the Planning Board. Second Ed. All in favor. So moved. Bill swore Marie in as alternate member.

Lois Harriman presented the Selectmen with a proposed budget for the Library. She asked the selectmen to make a decision as to how many hours Penny is to work.

Sgt. Gary Gagnon asked the selectmen to adopt the fee schedules printed out for dog enforcement. One change to made to the printed list. There will be a \$15 late fee charged for not licensing dogs on time and not a monthly late fee charge. Don moved to adopt the fee schedule with the correction to the late fee. Second Ed. All in favor. So moved.

Selectmen informed Gary there would be a change in staffing once the new chief is sworn in. The department will consist of three full time officers and one special. One part time position will be eliminated due to the GARCIA decision which mandates overtime be paid to all officers when a department consists of five or more officers.

Don made a motion to eliminate one special position effective January 1, 1991. Second Ed. All in favor. So moved. A decision was not made as to which special officer will be dismissed. Selectmen are pleased with reports as to the performance of the two special officers

Pat Beers, presented the proposed park budget to the selectmen. There is a decrease from last years budget.

Pat mentioned the Park Board does not want to sign any long term lease on the gym.

A rate for gas delivery from the State to our own tanks will be looked into.

Selectmen approved the new light which shines on the Flag.

Don moved to accept the minutes of November 10. Second Ed. All in favor. So moved.

Don moved to accept the minutes of November 11. Second Ed. All in favor. So moved.

After some discussion, Ed moved to have the selectmen's office open from 8:00 to 12:00, Monday, through Thursday. Bill second. All in favor. So moved.

Meeting adjourned 11:00

ems

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Howard Humphrey, Sr.
 Er. Chamberlain
 Phil Long
 Jan Boatright
 Keith Boatright
 Mary Allen
 Wade Penny.
 Gary Gagnon - P.D.
 Harry Page
 Phil Dwight
 Mr. ~~Pennison~~ HENNESEY
 Joe Smith
 Mrs. Smith
 Judy Hendahl
 Maryann Mosey
 Joe Dubois
 Ann Dwight
 Mike Beauchamp
 Bob Bethel
 Barry Frisch
 Mike Clemens
 Lisa Olson

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