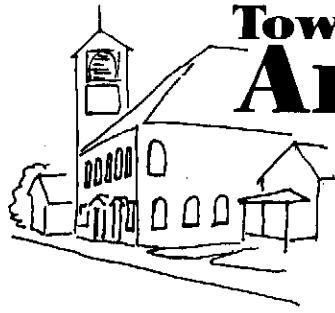


**Office of the Selectmen**

66 Main St., P.O. Box 517  
Antrim, NH 03440.

Tel 603 588 6785  
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**Town of  
Antrim**

Incorporated 1777

**Hours:**

Town Offices

Monday - Thursday  
8am to 2:30pm

Town Clerk/Tax Collector

Mon, Weds, Thurs 8am-12  
Thursday 1 to 4pm  
Monday evening 6 to 8pm

APPROVED MAY 28 1998

**BOARD OF SELECTMEN  
MINUTES OF MEETING  
May 18, 1998**

**In Attendance:** Chairman Carol L. Smith and Selectman Timothy J. Seeger, (Selectman Denise J Dargie was unavailable) and Town Administrator Kelley Collins.

**6:00 p.m. MEETING CALLED TO ORDER**

The Selectmen met with Alice Bruning reference the "Rural Rides" Program. Ms. Bruning explained that this is a joint venture with a few organizations and is meant to provide free transportation from Antrim and Bennington to the Peterborough Plaza 3 days a week, during the school year. Laidlaw Transportation has agreed to allow the use of an empty bus that has discharged at the school and is heading back to Peterborough. The return trip will leave Peterborough Plaza at approximately 11:20 a.m. in order to make it back to Antrim to pick up the kindergartners. Discussion took place regarding the best and safest bus stops for Main Street. The Town Administrator has spoken to the Police Chief regarding his suggestions on the safest spot for this endeavor. The Selectmen would like to see the area in front of Town Hall for pick ups and the area across the street from Town Hall for discharging. In addition, there will be a park and ride program available from Antrim Village Apartments. Ms. Bruning will stay in touch with the Board on future developments in the program.

**Future Meetings with Department Heads and Organizations**

The Selectmen would like to meet with representatives from the Fire Department at 6:00 p.m. on Thursday, May 28, 1998 (the Monday, May 25, 1998 meeting has been cancelled due to the Memorial Day Holiday). The Selectmen would specifically like to see the Fire Chief, Assistant Chiefs and Captain Lovering of the Ambulance Squad. In addition, the Board would like the Town Administrator to see if the Trustees of Trust Funds are available to meet on May 28, 1998 at 7:30 p.m. as they need to cancel the Monday, June 1, 1998 meeting. The Board would like to meet with Building Inspector/Code Enforcement Officer, Arthur Stenberg at 6:30 p.m. on Monday, June 22, 1998 and with Bill Lang from A.R.T.S. at 6:00 p.m. on June 22, 1998. Since there is no scheduled meeting for June 1, 1998 the Board would like to meet with the Road Agent at 6:00 p.m. and the Police Chief at 6:30 p.m. on June 8, 1998.

**GENERAL BUSINESS**

**Staffing of Selectmen's Office** - The Town Administrator made the Board aware that Michelle Hautanen has agreed to work an additional day per week (6.5 more hours) for the summer. In addition, the T.A. would like to go ahead and draft job descriptions for

Mrs. Hautanen's job as Secretary to the Selectmen as well as for a new part time support position in the office. It is the T.A.'s intention to draft a job description, seek Board approval, run an advertisement, conduct initial interviews and make a recommendation to the Selectmen by the end of July. This will allow Michelle to do some training before going back to a two day/week schedule in the Fall. The Selectmen generally agree with this timetable.

**Sunday Summer opening of Transfer Station** – Mr. Lang suggested opening the Antrim Recycling & Transfer Station (A.R.T.S.) for Sunday Summer hours on June 7, 1998 through Labor Day weekend on September 6, 1998 from 1:00 p.m. to 5:00 p.m. The Selectmen are concerned that the point of the additional Sunday hours was for owners who are using their homes on the weekend. Traditionally Memorial Day Weekend is the beginning of the season. (NOTE: *Mr. Lang has agreed to open on Sunday, May 31, 1998*)

**Review minutes and tally sheet for Tri-Town Landfill** – The Board reviewed the draft tally sheet as presented by the Administrative Assistant from Bennington, Bill Reid. Selectman Tim Seeger would like the document to more clearly state who is using or receiving excavated materials when it is not one of the three owner communities.

**Review letter regarding seasonal docks legislation** – Selectmen briefly reviewed the correspondence regarding this House Bill. The Town Administrator suggested that the Board defer to the Conservation Commission on this issue and memo them accordingly. Board agreed and asked that if the Conservation Commission does take a position they carbon copy the Selectmen with any documentation.

**Complaint regarding Highway dumping of ditching materials off West Street** - The Town Administrator made the Board aware that the office received an anonymous complaint, through the Health Officer, regarding our Highway Department dumping the residue of their ditching operations on Mr. Merrill's farm on West Street, and near a wetland. The T.A. discussed this at some length with the Road Agent who explained that they have been doing this for years with Mr. Merrill's permission. The Road Agent also feels that this is not a classified "wetland" and the materials do not constitute a threat to health or safety. The Road Agent did remove all ditching materials from this site this morning and hauled it into the Tri-Town Landfill. However, this creates a different problem as, at some point, the Town will be required to move it out of the Landfill also. Mr. Varnum would like to know the Board's wishes on future ditching materials. The Board would like the Road Agent to check around either with other area Road Agents or with the State of New Hampshire Department of Environmental Services regarding the safe and proper disposition of this debris. If necessary, Mr. Varnum should get prices on hauling this material into an allowed dumping site. (NOTE: The Road Agent, Bob Varnum, got a determination from the State's Solid Waste Division since this meeting, that this material is not considered hazardous and therefore not restricted from use on private property with the property owner's prior permission.)

**Requisitioning of keys to building** – The Town Administrator discussed providing a key to Town Hall to Mr. Cruthers so he can access the building in the event he has to do a water sampling. Some tests are required within 24 hours and Town Hall is one of the sampling sites. The Board has no problem with Mr. Cruthers being issued a key to the front door. The Police Chief also needs a key to the Selectmen's Office so he can access the State Statute books. The Selectmen note that Sgt. Cavic has a key for cleaning purposes and would like the Police Department to share this key, if possible.

**Mr. Dukett of Country Consignments would like to sell refreshments in front of his business during the Memorial Day Parade.** The Selectmen reviewed Town Zoning Ordinances and found nothing that would prohibit this activity. The Board would like the Town Administrator to check with our Code Enforcement Officer, reference this request. There was also some discussion whether there is a State Vendor's Permit (or Hawker's & Peddler's License) and whether the Town will require this for future events.

**Town of Amherst letter requesting support re: temporary one year program for education funding.** The Selectmen reviewed the Amherst request for support and the tentative education funding figures as supplied by the New Hampshire Municipal Association. The Town Administrator pointed out that none of the figures show Antrim losing any funding. The T.A. will memo Amherst regarding our findings.

**Mr. Holt's second request for abatement of yield taxes.** The Selectmen reviewed Mr. Holt's letters and their previous findings on Mr. Holt's original report of timber cut. The Board referred back to RSA 79:1 and the lack of documentation of Mr. Holt's competitive bids. The Town Administrator will send Mr. Holt a letter denying further reduction of said yield tax unless such documentation is presented.

**Minutes of March 5, 1998 Planning Board Meeting** – Mrs. Elia has requested that Chairman Smith review the contents of the March 5, 1998 Planning Board Meeting so that they can be formally accepted.

**Synopsis of calls to Antrim Girl's Shelter** – Selectmen reviewed the synopsis of police responses to the Shelter as presented, in writing. The Town Administrator also noted that the Chief has told her today that he has had six calls there in the last three days. The Board is troubled by the strain this places on our police department's resources. This will be monitored with the Police Chief.

**7:34 p.m. - NON-PUBLIC SESSION – RSA 91-A:3, II (b) ...consideration of the hiring of a public employee...**

Chairman Smith made a motion to go in to Non-Public Session under RSA 91-A:3, II (b) to consider the hiring of a public employee, namely a Recreation Coordinator, Selectman Seeger seconded at 7:34 p.m. **Roll Call Vote:** Selectman Smith – yes; Selectman Seeger – yes.

Selectmen and Barbara Nichols and Pat Maynard conducted a second interview with an applicant for Recreation Coordinator.

At 8:25 p.m. Selectmen Seeger made a motion to leave Non-Public Session and seal the minutes. Chairman Smith seconded. **Roll Call Vote:** Selectman Seeger – yes; Selectman Smith – yes.

**8:25 p.m. NON PUBLIC SESSION UNDER RSA 91-A:3, II (b)**

Chairman Smith made a motion to go in to Non-Public Session under RSA 91-A:3, II (b) to consider the hiring of a public employee (Recreation Coordinator). Selectman Seeger seconded at 8:25 p.m. **Roll Call Vote:** Selectman Smith – yes; Selectman Seeger – yes.

Selectmen, Barbara Nichols and Pat Maynard conducted a second interview with an additional applicant for Recreation Coordinator.

At 9:00 p.m. Selectmen Seeger made a motion to leave Non-Public Session and seal the minutes. Chairman Smith seconded. **Roll Call Vote:** Selectman Seeger – yes; Selectman Smith – yes.

**9:00 p.m. Non-Public Session per RSA 91-A:3, II (c)**

Selectman Tim Seeger made a motion to go in to Non-Public Session under RSA 91-A:3, II (c) ... matters which if discussed in public, may adversely affect the reputation of any person, other than a member of the body or agency itself... Chairman Smith seconded at 9:00 p.m. **Roll Call Vote:** Selectman Seeger – yes; Chairman Smith – yes.

This pertains to delinquent tax matters.

At 10:00 p.m. Selectman Seeger made a motion to leave Non-Public Session and seal the minutes. Chairman Smith seconded. **Roll Call Vote:** Selectman Seeger – yes, Chairman Smith – yes.

**Requests for Proposal for 1998 Audit** – The Town Administrator would like to put the Town's auditing services out for a request for proposal and presented the Selectmen with a copy of the form she will be using. The Board has no problem with this plan. The Town Administrator will make her final recommendation to the Board in the Fall.

**Accept the minutes of the May 4, 1998 Selectmen's Meeting** - Selectman Seeger made a motion to accept the minutes of the May 4, 1998 meeting, as written. Chairman Smith seconded. Motion passed unanimously.

**The Selectmen reviewed, approved and signed the following:**

(3) Abatements \$72.24 incorrect 1995 tax lien & \$147.58 billing error on 1997 taxes and \$171.89 correction to quantity on a yield tax; (1) Deed – to return tax deeded property to prior owner for \$4192; (5) Notices of Intent to Cut – Oldershaw, Meadowsend Timberlands Ltd., Reis, Hardwick, and Soucy; (5) Warrants for Yield Taxes (4) w/doomage per NH DRA and (1) with four reports; Warrant for Property Taxes (first issue commitment \$1,489,588.58)

APPROVED MAY 28 1998

**JOINT LOSS MANAGEMENT COMMITTEE (JLMC)**

Chairman Smith would like the Town Administrator to make the JLMC and a written Safety Program a priority. She has been pursuing this project for some time with no real progress. Chmn. Smith noted that a committee had been established but it has not met in some time. The Town Administrator suggested starting from scratch and she will make this a priority.

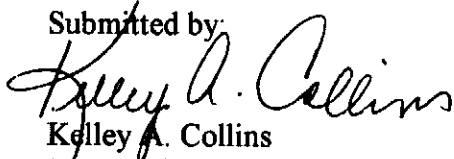
**ADJOURNMENT**

There being no further business the Selectmen adjourned at 11:10 p.m.

**NEXT MEETING**

The next Selectmen's Meeting will be on Thursday, May 28, 1998 at 6:00 p.m.

Submitted by:



Kelley A. Collins  
Town Administrator