

TOWN OF ANTRIM – BOARD OF SELECTMEN
MEETING AGENDA
July 13, 1998

PRESENT: Chairman Carol Smith, Selectmen Timothy Seeger and Denise Dargie and Town Administrator, Kelley Collins

MEETING CALLED TO ORDER: The meeting was called to order at 6:00 p.m. by Chairman Smith

6:00 – 6:33 p.m. MEET WITH ROAD AGENT BOB VARNUM

• **Discuss excavation project at Town Hall – water problem**

The Town Administrator made the Road Agent aware that she has filled out the application for “minimum impact expedited wetlands permit”, taken and developed photos, prepared abutters list, copied tax map and USGS maps. She hopes to send this to the Conservation Commission by the end of the week. It will probably be at least a month for the permit. Mr. Varnum noted that he is very busy right now and it will probably be a month before he gets to this.

• **Discuss water problem at A.R.T.S. building**

The Town Administrator and Selectmen asked the Road Agent to take a look at the parking lot at the A.R.T.S. facility. Particularly, there is a significant problem with water blowing in to the building, as well as ground water running in. The Town Administrator thought that some kind of storm drain might be the answer but the Road Agent is concerned that there are wetlands in the area, there could be some minor ground contamination and the storm drain would fill up with gravel and dirt. The Solid Waste Facility Manager, Bill Lang has obtained two prices on putting an asphalt slope from the building out to the parking lot, but everyone has a concern that this would only be a temporary fix. The Town Administrator is also concerned that this may actually create a different hazard (trip hazard) for residents dropping off recyclables. The Road Agent will take a look and make his recommendation. In addition, the Selectmen approved the Town Administrator hiring an engineer who specializes in landfills and transfer stations to take a look at the drainage problem.

• **Discuss written concerns from resident on Cuddihy Hill regarding drainage**

The Board of Selectmen carefully reviewed Mr. Harford’s letter with the Road Agent. As the Road Agent recalls he has worked with Mr. Harford on this problem in the past. Specifically, Mr. Varnum remembers removing at least one “cross road” culvert after conversations with Mr. Harford. In addition, the Road Agent notes that the drainage swales in that area are not new they have been there at least forty years but they are cleaned out every 2-3 years. Mr. Varnum is concerned that 80% of the water in that area runs down the lake side of the road and he does not feel that it would be wise to put any more on that side as it may wash out the lower part of the road. Mr. Varnum does intend to grade that road again, probably this week, but does not feel that the road can be widened any further. The Selectmen asked the Town Administrator to correspond with Mr. Harford with their findings.

**BOARD OF SELECTMEN'S MEETING MINUTES
JULY 13, 1998 – Page 2**

- **Excavation Concerns at the Tri-Town Landfill**

The Road Agent is still concerned with the volume of material being removed from the landfill. He has made his "crushed" but feels that he should make more before the supply is depleted further.

- **Exposed Water Pipe at Campbell Pond**

Chairman Smith asked the Road Agent the status of an exposed water pipe at Campbell Pond. Chairman Smith is particularly concerned because there isn't a shut off in that area and if the pipe were damaged it could conceivably drain the pond. Mr. Varnum does not believe this is true. He feels that there must be a shut off in that area because there is a hydrant installed nearby. The Road Agent also notes that he has covered the pipe with some crushed stone but the pipe was already above grade. He will take another look at this pipe.

- **Selectmen Concerns during Road Agent's vacation**

The Board discussed, briefly, with the Road Agent some concerns that arose during his three week absence for vacation. The Road Agent notes that we had significant rainfall and some erosion problems but all in all his men handled all the situations admirably and he stands behind them 100%. Mr. Varnum is unwilling to discuss any one particular employee's performance unless the Board goes in to Non-Public Session.

6:30 – 7:00 p.m. MEET WITH POLICE CHIEF BRIAN BROWN

- **Bring Selectmen up to date on status of calls for service at Antrim Girls Shelter**
Chief Brian Brown made the Board aware that the police department had 65 calls for service at the Antrim Girls Shelter in the period from January 7, 1998 through June 8, 1998. This includes non-emergency calls and follow-ups. It is perhaps, most notable that there have been no calls since June 8, 1998 (shortly after the 1994 van was stolen from a resident). Chief Brown also notes that neither of Lutheran Services other two shelters (Manchester and Jefferson) appear to be experiencing these problems. The Selectmen note that they do not feel they are singling out the Shelter. They would have similar concerns for any resident or business that required this volume of calls in the same timeframe.

- **Discuss parking at Antrim Video per Mr. Webber**

Pat Webber stopped in to ask the Town Administrator about the parking at Antrim Video. He is particularly concerned with parking due to the controversy over parking for the Grapevine at Aiken House and the Tuttle Library. Mr. Webber notes that Antrim Video is posting the parking lot and it is his understanding that the Town owns this lot as a municipal lot. The Police Chief has looked in to this matter before and Chairman Smith also remembers discussing this matter last June. Antrim Video has permission to place (2) two "no parking" signs and they own 14' from their building.

7:00 – 8:00 p.m. Meet with Police Chief, Brian Brown, Mr. Bob Kay, VP Lutheran Social Services of New England, Laurie Larkin, Director of Lutheran Services Antrim Girls Shelter, Mr. Egon Jenson, Program Planning NH Division of Children

**BOARD OF SELECTMEN'S MEETING MINUTES
JULY 13, 1998 – Page 3**

and Youth Services and Peter Carter, Residential Program Specialist for DCYS to discuss considerable increases in requests for service to the Antrim Girls Shelter Police Chief, Brian Brown, opened the discussion with some statistics, including the fact that there have been 65 log entries from January 7, 1998 through June 8, 1998 at this facility. These are not necessarily separate calls, but includes transportation, paperwork delivery and trips to court. Some of the significance of this is not the number of calls but the time spent out of town in transportation and court time. Chief Brown also notes that there have been no calls in the month since June 8, 1998.

Mr. Kay from Lutheran Services notes that they have increased the ratio of staff to clients, permanently and feels that it can be inferred that this has lowered the need for law enforcement. Mr. Kay also stated that if there are specific instances of over-use, Lutheran Services is willing to pay some kind of premium. Chief Brown does not want to charge anyone. He feels, strongly, that this is a matter of the State placing some girls improperly. His concern is for the staff and the girls that have been properly placed in the facility. Mr. Egon Jenson (DCYS Clinical Coordinator) noted that the improper clients should be screened out by the process. The Chief is concerned that there were to be no violent or actively suicidal residents and if this is the case why does the shelter have suicide watch. (Laurie Larkin, the Director of the Shelter, noted that the shelter does not have a suicide watch – they have a safety watch). Bob Kay agrees that the answer may be to scrutinize referrals more carefully. Laurie Larkin noted that in July and August of 1997 there were 25 calls generated by one girl. Between January and March of 1998 a majority of the calls were generated by three or four runners. Bob Kay feels that if these calls for service were reviewed it may be that some of them were unnecessary. Egon Jenson noted that much of this could be changed with probing questions at intake, better scrutiny of child's record, and the core which is what is best for the child. Mr. Kay would like to recommend a resolution:

1. Lutheran Services has increased the ratio and will maintain the higher ratio
2. Better screening of referrals
3. No calls to law enforcement unless absolutely necessary.

Chief Brown does not agree with #3. He wants the Shelter to know that he is not reluctant to respond and would rather be called to evaluate the situation. That is not the point of this meeting and he does not want the staff to ever be reluctant to call. Mr. Jenson notes that he would like to change the original #3 to, "if there is behavior or history that is inappropriate the shelter will be more proactive and placing these clients elsewhere". Nancy Harvey, from the Shelter, noted that not all of these clients can be screened out due to the fact that some of these children have never had charges filed against them so the behavior is not part of their formal written history. Chairman Smith reiterated that safety is the issue. Mr. Kay is willing to meet in this forum more frequently, if necessary. Chief Brown asked Mr. Kay the procedure for restitution to the homeowner whose vehicle was stolen and damaged. This resident is out about \$800 between his insurance deductible, two car seats, and damage to the vehicle. Both Chief Brown and David Boule feel strongly that this person should not bear the cost of this damage. Bob Kay would like Chief Brown to contact him with a detailed list of costs and

BOARD OF SELECTMEN'S MEETING MINUTES**JULY 13, 1998 – Page 4**

either the State's insurance, or Lutheran Services Insurance will pay these costs. Police Officer Brent Hautanen suggested that the JSO (Juvenile Services Officers) could be a little more available, especially after 5:00 p.m. and on weekends. Egon Jenson noted that the chain of command is JSO, Supervisor of JSO, and then the Juvenile Justice Administrator. Bob Kay suggested that it might be helpful to have John McDermott here for a meeting. Laurie Larkin noted that she has been director of the shelter for a little over a year and she wants to thank the police for their assistance. She wants to maintain a good relationship and she thinks it is important for the Shelter to be a good neighbor. The Shelter is interested in teaching appropriate behavior and holding the girls accountable, sometimes for the first time in their lives. Chairman Smith asked if it takes 48 hours to get someone moved – the answer is not if they are actively assaultive. Nancy Harvey notes that the Shelter has a very young population that has just left home for the first time and may be in crisis. Dave Boule asked if there is an alarm system. Laurie Larkin notes that there are motion detectors that turn on all the lights and there are staff members awake all night. Mr. Boule would like to see the Police Chief have the power to say he doesn't want a kid there. Chief Brown is not interested in making this determination and he realizes we don't live in a perfect world. Selectman Tim Seeger notes that in addition to the three items that Mr. Kay has offered they would also like emergency numbers for JSO's, to keep up an open dialog and to call more frequent meetings if necessary. The Selectmen thanked everyone for attending.

8:00 p.m. GENERAL BUSINESS

- **Discuss status of Map 8A – Lot 58 offered to the Town by the Roman Catholic Bishop of Manchester**

The Town Administrator had Michelle do some research on this matter and notes that although the abutters septic system does encroach on this property it may still be possible to maintain distances. In addition, the property may be attractive to another abutter. Selectmen Seeger is concerned that we accept the gift of the land and then not get our money back from it. The Town Administrator pointed out that the church asked whether we would take it as a gift or if they should just quit paying the taxes so that the town could take it by tax deed in three years. The taxes in 1997 were approximately \$340 x three years is \$1020 in taxes we would lose for the three years plus the expense of lien notices and filing and deeding. This way we would get something for the lot and keep it on the tax rolls for those three years. We could also set a minimum bid. Chairman Smith made a motion to accept the gift of Map 8A, Lot 58 as offered by the Roman Catholic Church, Selectman Dargie seconded. Motion passed. VOTE: 2 – ayes, 1 nay.

- **Discuss and decide on a course of action for the underground #2 fuel oil tank at the fire station**

The Town Administrator noted that we cannot have test bores taken for \$500 it would cost considerably more than that. The Town Administrator recommends getting a couple of quotes from certified tank removal companies and then hiring one to prepare a written plan that can be budgeted and completed in 1999.

**BOARD OF SELECTMEN'S MEETING MINUTES
JULY 13, 1998 – Page 5**

- **Discuss and decide on a course of action for the on-going water problem at ARTS**

The Selectmen discussed this earlier in the evening with the Road Agent. The Town Administrator would like to have an engineer who specializes in landfills or transfer stations take a look at the situation. She has some concerns that just asphalt will not solve the problem, it may require an extension of the roof line on the building as well. The Selectmen agreed to have someone look at the design.

- **Review and discuss first half 1998 financial statements**

The Selectmen noted that they usually all receive their own copies of the financial statements. The Town Administrator will copy and distribute these tomorrow.

- **Review written document for excavation of tri-town landfill**

The Selectmen would like the Town Administrator to send this document to Mitchell and Bates for their take on the agreement. They would also like the Town Admin. to contact the other communities and see if a meeting with Selectmen, Road Agents and Attorney Mayer could be set up for August 12, 1998 at 7:00 a.m.

- **Adopt the welfare guidelines as presented at a previous meeting**

The Selectmen have previously reviewed the written welfare guidelines. Chairman Smith made a motion to adopt the welfare guidelines, as presented. Selectman Dargie seconded. Motion passed unanimously

- **Timeline for renovations to upstairs meeting room per 1998 town meeting**

The Town Administrator is concerned that there have not been any meetings of the committee charged with the renovations of the upper meeting room. Chairman Smith asked who the Chairman of this Committee is. The Town Administrator noted that Philip Dwight acted in this capacity and since Mrs. Smith took his spot on the Board, it appears to have fallen to her. She will call the other members and set up a meeting. Some discussion took place regarding running the bid process through the office. All present agreed that this is probably the fastest way to proceed.

- **Water quality test results from town beach at Gregg Lake**

The Town Administrator made the Selectmen aware that the New Hampshire Department of Environmental Security (NHDES) has taken three water samples from the Town Beach at Gregg Lake. One sample each from the left, center and right side of the beach. The water was tested for e Coli. Acceptable results are up to 88. The right and left sides of the beach have a result of 0 and the center has a result of 1.

SIGN: Yield tax warrant for \$306.62

The Board of Selectmen signed the yield tax warrant.

8:48 – 9:25 p.m. NON-PUBLIC SESSION UNDER RSA 91-A:3 (a & b)

Chairman Smith made a motion to go into Non-Public Session under RSA 91-A:3 (a & b) at 8:48 p.m. to discuss setting compensation for a public employee and consideration of hiring a public employee. Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Dargie – yes; Selectman Seeger – yes.

APPROVED JUL 20 1998

**BOARD OF SELECTMEN'S MEETING MINUTES
JULY 13, 1998 – Page 6**

Selectmen discussed a specific candidate and compensation package for said candidate.

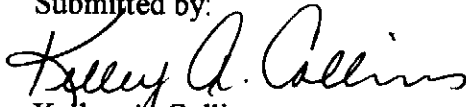
Chairman Smith made a motion to leave Non-Public Session at 9:25 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Dargie – yes; Selectman Seeger – yes.

The Selectmen agreed unanimously to offer the position of Land Use/Selectmen's Secretary to Kathleen Boyer.

ADJOURNMENT

There being no further business to come before the Board the meeting adjourned at 9:30 p.m.

Submitted by:


Kelley A. Collins
Town Administrator

WINWORD/BOS71398.DOC

WINWORD/BOS71398.DOC