

**TOWN OF ANTRIM
BOARD OF SELECTMEN'S MEETING MINUTES
August 31, 1998**

6:00 p.m. MEETING CALLED TO ORDER – Chairman Carol Smith called the meeting to order at 6:00 p.m.

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

6:00 p.m. Open Requests for Proposal for Town Auditing Services

Chairman Smith opened the Requests for Proposal (RFP's) for auditing services. Five firms were invited to submit a proposal and four out of five responded. The results are as follows:

| <u>Firm</u> | <u>1998</u> | <u>1999</u> | <u>2000</u> |
|---------------------|-------------|-------------|-------------|
| Vachon & Clukay | \$5499 | \$5775 | \$6010 |
| Mason & Rich | 4560 | 4740 | 4890 |
| The Mercier Group | 4750 | 4750 | 4750 |
| Plodzik & Sanderson | 6200 | 6200 | 6300 |

The Town Administrator generally noted that although Mason & Rich are the lowest price, she was not very pleased with the professionalism displayed by that firm. The Selectmen agreed unanimously to take these submissions under advisement. The Town Administrator will carefully review all proposals against the RFP specifications and make a recommendation to the Selectmen before the end of September.

GENERAL BUSINESS

Review and discuss repairs to tennis court fence – The Selectmen reviewed the quote from the fence company in the amount of \$305. The Selectmen suggested that this be forwarded to the Recreation Coordinator for possible inclusion in the 1999 budget.

Review and discuss revised landfill agreement, including an employee – The Selectmen will review the revised document before the next meeting. Some discussion took place regarding the hiring of an employee for monitoring material excavated from this site. The Selectmen asked the Town Administrator if the gate has gone up yet. She is unsure, but will check.

6:20 p.m. MEET WITH POLICE CHIEF, BRIAN BROWN

• **6:24 – 6:58 p.m. Non-Public Session to discuss the hiring of a Police Officer**
Chairman Smith made a motion to go in to Non-Public Session under RSA 91-A:3, II b, consideration of the hiring of a public employee. Selectman Seeger seconded this motion at 6:24 p.m. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

Police Chief, Brian Brown, made the Board aware that he received 26 resumes. Four of these are New Hampshire full-time certified officers and an additional four have some

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out-of-state certification. The Selectmen and Police Chief generally discussed a timetable for interviews, applicable testing, hiring and training. The Selectmen and Chief will interview the four NH certified officers on Wednesday, September 9, 1998 at 6:00, 6:30, 7:00 and 7:30. Chief Brown hopes to have someone hired by the middle of October and anticipates a couple of weeks of field training with him or other officers. He anticipates the person will be able to go on their own sometime in the middle of November.

Selectman Timothy Seeger made a motion to leave Non-Public Session at 6:58 p.m. Chairman Carol Smith seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

- **7:00 p.m. – 7:12 p.m. Non-Public Session under RSA 91, A:3, a, the compensation of any public employee.**

Chairman Smith made a motion to go in to Non-Public Session under RSA 91,A:3, II a, at 7:00 p.m., to discuss the compensation of police department personnel while working one person short. Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes, Selectman Dargie – yes.

Police Chief Brown noted that the last time we had this situation, the Board distributed some part of the departing person's salary amongst the officers left to cover. There was some discussion regarding how the shifts are being covered and by whom, as well as how much the departing employee was earning.

Chairman Smith made a motion to pay each police department employee an additional \$200 per week effective with the payroll that will be cut for Tuesday, September 8, 1998, until further notice. Selectman Seeger seconded. Motion passed unanimously.

Chairman Smith made a motion to leave Non-Public Session at 7:12 p.m., Selectman Seeger seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes, Selectman Dargie – yes.

- **Increase in Police Special Detail Rate**

The Selectmen had asked Police Chief Brian Brown for his recommendation for raising the special detail pay from \$28/hour to \$36/hour. The Police Officers will continue to get \$23 per hour of this amount. Generally, the increase is to reflect the cost of having a cruiser at a detail. In the case of the school or the recreation department's dances or a detail that does not require a cruiser (as determined by the Chief) the lower rate will apply. Selectman Seeger made a motion to increase the police special detail rate from \$28/hour to \$36/hour for any detail that requires a police cruiser. Chairman Smith seconded. Motion passed unanimously.

- **Status of police response to the Antrim Girls' Shelter**

Chief Brown noted that the police department has only responded to the Shelter twice since the meeting in July and both of those calls were fire alarms. The Chief also noted that full restitution has been made to the resident of the stolen van, in the amount of \$739.

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• **Vandalism at the Beach, etc**

Chairman Smith asked the Chief if he has any handle on who has been vandalizing the town. There have been several incidents of vandalism at the beach, Memorial Park and the Town Gym. Police Chief Brown noted that he knows most of the group of juveniles that are responsible, he is just having trouble getting them to admit which individual is responsible for what act of vandalism.

MEET WITH FORMER POLICE SGT. MARK CAVIC – EXIT INTERVIEW

Mark Cavic did not keep his appointment nor did he call.

7:30 p.m. Non-Public Session under RSA 91-A:3, II c, a matter which if discussed in public may adversely affect the reputation of a person other than a member of the body or agency itself.

Chairman Smith made a motion to go into Non-Public Session under RSA 91-A:3, II c, at 7:30 p.m., to discuss a delinquent tax matter with a resident. Selectman Seeger seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes. The resident opened the conversation with her observation that she does not believe the Town can take her property as long as she continues to make payments. She has received notice that her property will be deeded on September 19. Considerable discussion took place regarding options, including the Tax Deferral for Elderly and Disabled Persons under RSA 72:38-a (elderly tax lien). The Town Administrator will research the guidelines for this option and send an application with instructions to the resident this week.

Chairman Smith made a motion to leave Non-Public Session and seal the minutes at 7:48 p.m. Selectman Seeger seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

8:00 – 8:20 p.m. MEET WITH BOB SOUTHALL, PRESIDENT/GREGG LAKE ASSN.

Mr. Southall noted that the Gregg Lake Association just had their end of the season meeting and some issues came up:

Volunteer Water Assessment Program – The Gregg Lake Association in conjunction with the White Birch Point Association and the Girl Scout Camp are assisting with this. The Assessment Program tests for phosphorus, algae, chloroform, amount of dissolved oxygen and temperature of the three layers of the lake. Mr. Southall notes there are some things happening in the lake but it still gets the highest rating a lake can get in the State of New Hampshire. The phosphorus levels in the bottom layer of the lake are elevated. This can be caused by runoff from roads and abutting property. Mr. Southall has already spoken to the Town's Road Agent reference attempting to route the runoff from Brimstone Corner Road through a larger vegetation buffer zone, perhaps with a drainage easement through the Girl Scout Camp property. Mr. Southall has an appointment with the Director and Maintenance person for the Camp on Thursday of this week.

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Weed Control – Mr. Southall has been in touch with a biologist who recommends that we try lowering the level of the lake enough to expose the roots to a hard freeze. Her recommendation includes doing this every other year. Mr. Southall also noted that he thought there would be volunteers willing to pull the weeds from the Town Beach area. The Selectmen would like to attempt the lowering of the lake as a weed remediation solution because it appears to be the least intrusive way to deal with the weed problem.

“No Parking” & “Speed Limit” Signs – Mr. Southall noted that there used to be “no parking” signs near the boat launch area. These signs are gone and people are parking along the road creating a safety issue. Mr. Southall suggested 8-10 additional signs, the Selectmen thought this might be excessive and will leave the appropriate number and spacing up to the Road Agent. In addition, the Gregg Lake Association would like some speed limit signs added. The Town Administrator asked if there is a specific area that seems to need signs. Mr. Southall noted that the area near the curve that changes from 15 to 25 mph seems to be a good place for more signage.

Locking of Restrooms - The Gregg Lake Association also discussed the fact that the restrooms at the beach are locked for the season even though the beach is still being used. There is some concern that children may use the lake as their restroom. The Town Administrator has heard this complaint several times but is unwilling to make any recommendation to keep the restrooms open in view of the vandalism we have experienced recently or until we can find volunteers to clean it and lock it at the end of the day. The Selectmen agree. This can be re-visited for the beach season next year.

GENERAL BUSINESS continued

- **Review and discuss Mr. Long's most recent letter regarding timber cut on Map 7, Lot 41**– The Selectmen discussed Mr. Long's letter and the fact that although he has not received any money from the logger the court has ordered the logger to pay. If the Town abates the tax now and Mr. Long does get money in the future the Town would have no way to collect. In addition, the law on timber tax is very clear, it is the owner's responsibility to pay the tax. The Town Administrator has spoken to the Department of Revenue Administration's Timber Tax Appraiser, Dennis Thorell regarding this situation on numerous occasions and he notes that the owner is responsible for the tax and the Town uses an amount as close as practicable when the owner doesn't supply a report of cut. The Selectmen reviewed the letter the Town Administrator prepared for their signature and executed it. In addition, the Board agreed unanimously to have the Tax Collector start the lien process for non payment of a yield tax.
- **Review and discuss letter reference ruined laundry due to poor water quality.** The Selectmen generally discussed the fact that they were under the impression that this office would no longer be handling anything to do with the Water and Sewer Department. They would like this letter forwarded to the W&S department. The Town Administrator made the Board aware that when the person originally phoned she was asked to call the W&S department and they told her to call the Selectmen's Office. The Selectmen would like a memo sent to the Commissioners explaining

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- what our understanding of the new arrangement is and asking the Commissioners to let us know if we misunderstand the role they want us to play.
- **Review and discuss letter from the Grapevine seeking permission to close Aiken House Building** – The Selectmen have no problem with the Grapevine vacating Aiken House to relocate to the Aiken House Barn. They would like the Town Administrator to send a letter to this affect with a reminder that they will just have to meet all land use regulations. With regard to the question on the sign this should go to the appropriate land use board, as well.
- **Review and discuss resident's complaint regarding trash generated from can at empty gas station on Main Street** – The Town Administrator made the Board aware that they have received a written complaint regarding litter from the empty service station on Main Street. The Town Administrator's office will try calling the management company for Peterborough Oil to see if we can get permission to remove the trash barrel on this property that never gets emptied. The Selectmen just want the Town Administrator to deal with this.
- **Review Town Administrator's letter regarding committee on weed remediation for Gregg Lake** – see discussion with Gregg Lake Association President Bob Southall.
- **Review deed from Diocese of Manchester to Town of Antrim for Map 8A, Lot 58** – The Selectmen would like the deed sent to their Attorney for review prior to recording it with the Registry of Deeds.
- **Discuss trees behind Bill Lang's house---review Town Administrator's memo** – The Town Administrator made the Board aware that Michelle has done serious research on this matter and it appears from all the Town records that the Town is no longer the owner of this piece of property. The Town Administrator will pass this information along to Mr. Lang.
- **Review letter from the Webber's regarding their disappointment with new oil company.** – The Selectmen have no response to the Webber's letter.

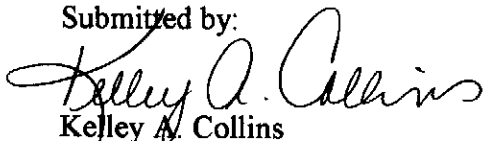
The Selectmen signed the following documents:

Letter of appreciation to Mr. Tom Davis, MS-1 Inventory of Town's Valuation

Adjournment

There being no further business to come before the Board the meeting was adjourned at 9:20 p.m.

Submitted by:



Kelley A. Collins
Town Administrator
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