

**TOWN OF ANTRIM  
BOARD OF SELECTMEN'S MEETING MINUTES  
September 28, 1998**

APPROVED OCT 29 1998

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

**6:00 – 6:15 p.m. OPEN BIDS FOR TAX DEEDED TOWN OWNED LAND** – The Selectmen received 5 bids on 4 different parcels of land. The results of the bids were as follows:  
**Parcel #1** – an undivided interest in land only on Pierce Lake, Map 7A, Lot 80 – Paul & Ronald Traxler - \$2,000

**Parcel #2** – approximately 3.8 acres on Route 202 – Matthew Miller - \$201;

**Parcel #4** – approximately .75 acres off Route 9 – William R. Cole, Sr. - \$1,200;

**Parcel #6** – approximately 6.0 acres on Whitney Road – minimum bid of \$1,000 – Lisa Uy- \$2,001.99

**Parcel #6** – (same as above) Jacob & Mary Ruoff - \$1,250

Selectman Seeger made a motion to accept the highest bid on Parcel #2,4, and 6 and to clarify the bid on Parcel #1 (Mr. Traxler notes on his bid that he believes he is bidding on something other than what was described in the Town's advertisement). Selectman Dargie seconded. Motion passed unanimously.

**6:15 – 6:30 P.M. NON-PUBLIC SESSION TO MEET WITH A RESIDENT RE: A DELINQUENT TAX MATTER PER RSA 91-A:3, II – c**

The resident was unable to attend the meeting. The Selectman will send this resident a letter giving him 45 days to pay the balance on a portion of his delinquent taxes.

**6:30 – 7:00 P.M. NON-PUBLIC SESSION WITH POLICE CHIEF BRIAN BROWN RE: HIRING A POLICE OFFICER PER RSA 91-A:3, II – b**

**Broken Window at Police Station** – The Selectmen briefly discussed the replacement of the broken window at the police station. The Town Administrator obtained prices on three types of replacement windows. Plate glass would be \$285, laminated glass, which would not fall out if broken could be used for \$440 and Level 3 bullet resistant glass which would stop up to a 44 magnum would cost \$4,492. The glass company noted that Level 1 or Level 2 bullet resistant glass would be considerably less. The Selectmen discussed the fact that the police officers are very visible in that window and with shootings becoming more prevalent they want to do whatever they can to protect the officers. The Town Administrator will price Level 1 & 2 bullet resistant glass and use one of them for the replacement of the window.

**Non-Public Session under RSA 91-A:3, II – b hiring of a public employee**

Selectman Tim Seeger made a motion to go in to Non-Public Session under RSA 91-A:3, II – b to discuss the hiring of a police officer at 6:40 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

The Selectmen reviewed all candidates and upon the Police Chief's recommendation they will be interviewing an additional five candidates on Wednesday, October 7, 1998 beginning at 6:00 p.m.

Selectman Smith made a motion to leave Non-Public Session and seal the minutes at 7:10 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Dargie – yes. Selectmen Seeger – yes.

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**7:15 – 7:30 p.m. NON-PUBLIC SESSION TO MEET WITH A RESIDENT RE: A  
DELINQUENT TAX MATTER 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, a matter which may adversely affect the reputation of a person, other than a member of the Board. Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Dargie – yes; Selectman Seeger – yes.

Some discussion took place regarding payment plans. This resident was also referred to the Town's welfare director for additional assistance

Selectman Tim Seeger made a motion to leave Non-Public Session at 7:30 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

**7:30 – 8:20 p.m. MEETING WITH RESIDENT PAM CASWELL AT HER REQUEST, TO  
DISCUSS TOWN'S HIRING PROCESS AND QUALIFICATIONS OF TOWN  
CLERK/TAX COLLECTOR**

Mrs. Pam Caswell and her husband, Mike Caswell, addressed the Board regarding several issues of concern. First, Mrs. Caswell noted that she had been significantly inconvenienced in August when she came to the Town Clerk's office to register her automobile. Mrs. Caswell was told that she could not register her vehicle for the number of months that she wished and found out later that the Antrim Town Clerk was incorrect and she should have been allowed to register that vehicle the way she wanted. Selectman Dargie (who is also Deputy Town Clerk in Hillsboro) noted that Hillsboro was also unaware of this most recent change in the law. Some discussion ensued as to how Antrim can assure that they receive all the changes in information from the Department of Motor Vehicles. The Town Administrator pointed out that while the Board is certainly willing to hear her out they have absolutely no authority over the Town Clerk/Tax Collector. She is an autonomous elected official and formal complaints or concerns should be directed to either the Secretary of State's Office or the Attorney General's Office. Mrs. Caswell asked if the Town could give out registration stickers. The Town could become a Municipal Agent but it entails considerably more work including significant reporting to the State of New Hampshire. The Town Administrator suggested that perhaps we should automate more of the process before we consider taking on additional tasks for the State of New Hampshire. Mrs. Caswell also asked if the Town Clerk and Tax Collector positions could be broken apart as two separate positions again. The Town Administrator notes that they could by a vote of the Town Meeting, which would require an Article on the Town Warrant in March. Mrs. Caswell also had questions regarding the recent interviews and hiring for a Land Use/Selectmen's Secretary. She wanted more information on why she was not selected, other than the vague answer in the letter she got. The Town Administrator explained that the final recommendation was her's and that she is not required by law to give Mrs. Caswell any more information. She did state that she was unwilling to discuss each candidates personal credentials and qualifications in this format. Mrs. Caswell agreed that she was not looking for that. Mrs. Caswell noted that she may very well run for office in March 1999 and the Selectmen encouraged her to do so.

**8:20 – 8:30 p.m. MEET WITH RESIDENT MORRIS FOSTER AT HIS REQUEST, TO  
DISCUSS TREES ON THE SIDE OF HIS ROAD AND PAVEMENT THAT HAS BEEN**

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**TORN UP IN FRONT OF HIS HOUSE**

Mr. Foster would like the Town of Antrim to repair the damage to some pavement that he placed between his house and his neighbor's that is parallel to the Town Road. Some discussion took place regarding the fact that Mr. Foster had the Road Agent's permission to pave this section, off the town road. As a matter of fact, Mr. Foster noted that the Road Agent allowed him to use this left over material at the end of the season. Mr. Foster believes that the Town has dug into this material with their equipment during winter snow removal operations and would like the Town to repair the damage. The Town Administrator pointed out that if this material is on Mr. Foster's property and not part of the Town road it is unlawful for a Town to spend public funds for private purposes i.e.: maintenance of one resident's property. In addition, the Town retains a maintenance right-of-way on most roadsides and it appears Mr. Foster's paving may be in that right-of-way. Mr. Foster stated again that since he had the Road Agent's ok to do this paving he wants the Town to repair the damage they caused. Mr. Foster also would like to see the trees and saplings removed from the ditches on the sides of the road approaching his house. He notes that in the winter when they become bowed down with snow it essentially makes his road one-lane and he feels it is a safety hazard. The Selectmen made Mr. Foster aware that they have a regularly scheduled meeting with the Road Agent next Monday and they will discuss all his concerns with the Road Agent at that time.

**8:30 – 9:00 p.m. MEET WITH RESIDENT CHRISTINE ANDERSON AT HER REQUEST  
RE: MAINTENANCE OF FIELD ROAD**

Mrs. Anderson noted that her purpose for attending this meeting is to see what the procedure is for the Town taking over the maintenance of her road. Selectman Seeger noted that since Field Road is currently a private road, someone will have to research how the road currently exists. For example, do all abutters own to the center line, is the road actually laid out as part of a subdivision, does one property owner own the road, etc. Once the ownership of the road is clarified then the affected landowners could petition the Town (with a warrant article at Town Meeting) to accept it as a Town road. This will also include some expense by those landowners to bring it up to acceptable standards of a town road. Selectman Seeger offered his assistance to Mrs. Anderson during the research phase. He also noted that this could take a year to 18 months. Mrs. Anderson was concerned with the time line but thanked the Selectmen for the explanation of the process and thought that she would pursue this. There was also some general discussion regarding the need for a turn-around at the end of the road for plowing operations, which would require a deeded easement or right-of-way. The Selectmen noted that there could be increased traffic and parking problems once the road became a public road.

**9:00 p.m. GENERAL BUSINESS**

- **Discuss water problem at A.R.T.S. facility** – The Town Administrator is still waiting for a written recommendation from an engineer who specializes in Transfer Station designs. The A.R.T.S. Manager, Bill Lang, would really like to proceed with putting asphalt up against the front of the Recycling Building, sloping away. The engineer specifically noted that laying asphalt directly against a wooden building is probably not the best solution.
- **Review and discuss Tri-Town Landfill Agreement** – the Board needs to reply to Attorney Mayer's letter regarding their feelings on the two agreements – The Selectmen unanimously agreed to approve the Exclusive Agreement for Bennington's new Highway Garage. The Selectmen unanimously agreed not to support the landfill excavation agreement until the agreed upon gate is installed, more details are worked out for the part-time

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- employee, the requisition form is presented and all towns begin accounting on tally sheets for all processed materials when it becomes unavailable to the other two towns.
- **Mr. Hardwick is concerned regarding run-off from Town Hall building undermining the hot top in his driveway.** He also mentioned the fire escape needs to be put back on the concrete foundation and asked if Selectmen are considering paving the parking lot. The Selectmen briefly discussed Mr. Hardwick's concerns. They would like the hot-top issue brought to the Road Agent's attention. Perhaps he can patch it, or have it patched, as part of our regular work in the Spring of 1999. The Selectmen have no intention of paving this lot, as a matter of fact there was some discussion during the telephone company's plan to move their building that they would do some paving after it is moved.
- **Review, discuss & set a date for and Informational Meeting for the lowering of Gregg Lake** – The Town Administrator suggested a target date for the Informational Public Meeting on November 16, 1998, that way we could do the actual lowering anytime after December 16, 1998 (meeting must be at least 30 days before lowering). The Town Administrator also suggested that we attempt to hire the Biologist that Mr. Southall, the President of the Gregg Lake Association, has been in contact with to attend the meeting to give the more technical data on why this is the best solution for weed mitigation. The Selectmen agreed unanimously.
- **Discuss approval of propane tank for Fire Station at Asst. Chief Bethel's request** – Assistant Fire Chief, Bob Bethel, stopped in the office last week and noted that installation of the propane furnace for the second floor of the Fire Station is complete and therefore ready for a propane tank. The Selectmen approved placement of a 120 gallon propane tank. The Selectmen noted adamantly that they do not want the entire station converted to propane.
- **Review & discuss 1999 Budget Preparation** – The Town Administrator just wanted the Selectmen to be alerted to the fact that she will be sending out the Budget Request memos in the next week or so. In addition, she will be sending out requests for proposals (RFP) for items such as printing of the Town Report, cleaning Town Hall, computer hardware upgrades, etc. If the Selectmen have anything in particular that they would like quotes on she would be happy to get started. The Selectmen would like a price on putting in hard-wired smoke detectors and panic alarms in the Town Hall Building, including the Police Department and the upstairs hall.
- **Update on Antrim Arts & Business Council** – The Town Administrator gave the Selectmen a synopsis of the activities of the Antrim Arts and Business Council including the last meeting, which she attended. The most notable activity is the creation of five sub-committees: The Mill Buildings, Plan NH application, Communication/Directory, Festival/Main Street Celebration and Upstairs Town Hall.
- **Review and discuss disposition of NHMA PEP money** – The New Hampshire Municipal Association has written for direction on how to proceed with the \$250 we contributed toward a study of aggregating our electric utility needs with other municipalities. They specifically note that it may be a year or two before deregulation becomes a reality. NHMA wants to know if we want a refund or if they should hold our money in the pool. The Town Administrator recommends allowing NHMA to hold it in the pool. The Selectmen agreed unanimously and the Chairman signed the appropriate form.
- **Update on JLMC schedule (first meeting scheduled for 9/30/98 at 5:30 p.m.)** – The Town Administrator notes that this will be an organizational meeting to appoint a Chair and Secretary and to distribute a copy of a draft written safety program.

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- **Review and discuss schedule for bridge repair bids and construction** – SFC Engineering has presented a fee proposal with timeline for putting the bridge repairs out to bid. We have obtained approval from the Water Resources Department to delay bridge repairs until November of 1999. The plan is to put the project out to bid in early Spring 1999 with construction planned for the middle of October 1999 (during the regular draw down cycle)

**Non-Public Session under RSA 91-A:3,II, as necessary.**

Selectman Tim Seeger made a motion to go in to Non-Public Session under RSA 91-A:3, II –c, to discuss matters which may adversely affect the reputation of someone other than a member of the Board at 10:30 p.m. Chairman Smith seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

The Selectmen discussed letters from two residents and a verbal request from one resident requesting limited additional time before tax deed for delinquent 1995 taxes. The Selectmen extended an additional 45 days to two residents; and additional 5 days to one resident and elderly tax deferral to one resident and signed tax deeds for three land only properties.

Selectmen Tim Seeger made a motion to leave Non-Public Session at 11:10 p.m. and seal the minutes, Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Dargie – yes; Selectman Seeger – yes.

**Discuss pending litigation (petition filed in Superior Court)** – The Town Administrator made the Board of Selectmen aware that an “Appeal from Discontinuance” has been filed in Superior Court based on the 1998 Town Meeting’s action to discontinue Hattie Brown Road. Since the Warrant Article was specifically worded “...so long as the discontinuance has no cost to the Town...” and whereas this was done at the request of Antrim Realty Trust’s trustee Charles Bean, the matter will be turned over to Charles Bean’s attorney.

**Planning & Zoning Issues** – The Town Administrator gave the Selectmen a brief run down of pending land use cases including Mrs. Ali Oglu’s request for two apartment units, Maxfield Martin’s refusal to obtain a building permit and the on-going problem with abandoned motor vehicles on Fairfield Whiting’s property. In addition, the Town Administrator asked the Board’s feelings on the proposed skateboard park. One of the issues that has arisen is the fact that Mr. Wilson is attempting to gain Planning Board approval on a piece of property he doesn’t own. Chairman Smith feels that the whole skateboard park issue should go before the Town Meeting. The Selectmen would like a copy of all building permits submitted to them when they are approved.

**Health Insurance Issue** – The Town Administrator has noted that we have an employee who still has their ex-spouse covered as a dependent on the insurance policy. She is concerned that this is costing the Town considerable money and that it is a dangerous precedent to allow non-dependent coverage. The Selectmen want the non-dependent coverage terminated immediately.

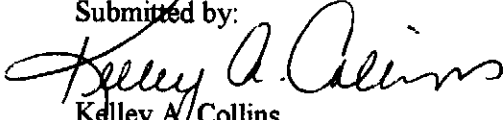
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**Adjournment**

There being no further business the Selectmen adjourned at 11:25 p.m.

Submitted by:

  
Kelley A. Collins  
Town Administrator

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