

APPROVED OCT 26 1998

**TOWN OF ANTRIM
BOARD OF SELECTMEN'S MEETING MINUTES
October 19, 1998**

6:00 p.m. MEETING CALLED TO ORDER – Chairman Smith called the meeting to order at 6:03 p.m.

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

6:00 – 6:30 p.m. MEET WITH A.R.T.S. MANAGER, BILL LANG

Due to a mix up in the Town Administrator's Office, Bill Lang did not receive the invitation to attend this meeting, in a timely fashion.

6:30 – 7:00 P.M. – MEET WITH CODE ENFORCEMENT OFFICER, ART STENBERG

- **Discuss status of any current code violations** – The Board of Selectmen discussed the status of Fairfield Whiting's unregistered motor vehicles, the status of Maxfield Martin's lack of a building permit and two unregistered vehicles, and the status of Michaela Ali Oglu's multi-family dwelling (without a building permit). In addition, there were questions regarding enforcement of the Town's sign ordinance at Charles Lincoln's property on Route 202, the easel type sign at the Puckerbrush Barn and the possible change in use from a hair salon to flooring company at Jest Flooring. The Code Enforcement Officer will contact all of these owners for further clarification.

7:00 – 7:30 P.M. – MEET WITH FIRE CHIEF, MIKE BEAUCHAMP

- **Discuss Ladies Auxiliary's use of Town Buildings** – The Town Administrator and Selectmen reviewed the status of our insurance coverage with regard to both the Ladies Auxiliary and the Firefighter's Association. Our insurance carrier was very clear that neither of these parties is covered, in any way, by the Town's insurance. In addition, any events they sponsor, like the upcoming pot luck supper, will not be covered either. The Fire Chief agrees that this is a problematic situation and he agreed to contact the Ladies Auxiliary and request that they issue a new letter immediately noting that their pot luck supper is sponsored by the Fire Department. In the meantime, the Town Administrator will investigate the feasibility of making them members of the department or insuring them in some other way.

- **By-Laws of the Fire Department** – some discussion took place regarding the by-laws of the fire department and how they relate to the firefighter's association.

7:30 – 8:00 p.m. MEET WITH CHAIRMAN OF ANTRIM ARTS & BUSINESS COUNCIL (AABC), DAVID ESSEX, AT HIS REQUEST

Mr. Essex outlined some of what the AABC is doing. Specifically, he asked the Selectmen to consider appointing, under their authority from the warrant article in the 1994 Town Warrant, either an Economic Development Authority (EDA) or an Economic Development Advisory Council (EDAC). The primary difference between the two is that

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an Advisory Council would not have the authority to borrow on its own. Mr. Essex presented a written synopsis of the advantages for either of these kind of organizations to the Town. He feels that some of the projects being pursued by the Arts and Business Council like the Community Directory or the Main Street Festival are more grass roots efforts and should stay that way. Some of the projects are more complicated and require a more formal structure such as an EDA or EDAC. Some general discussion took place regarding fracturing and burnout of the existing AABC group and specific information on the Frameworks/Goodell Mill project. The Town Administrator briefly discussed Monadnock Business Ventures request for a donation in 1999, as well as the status of the update of the Antrim Master Plan.

8:21 – 8:50 p.m. NON-PUBLIC SESSION WITH POLICE CHIEF, BRIAN BROWN, TO DISCUSS HIRING A POLICE OFFICER

Chairman Smith made a motion to go in to Non-Public Session under RSA 91-A:3, II (b) the hiring of a public employee at 8:21 p.m. Selectman Seeger seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

The Board of Selectmen met with Police Chief Brian Brown who gave them information on his background investigations on candidates. The Selectmen authorized Chief Brown to make a contingent offer of employment, pending a medical physical, if background investigation of a candidate proves satisfactory.

Selectman Seeger made a motion to leave Non-Public Session at 8:50 p.m. and seal the minutes. Chairman Smith seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

9:00 p.m. – GENERAL BUSINESS

- **Review and discuss Attorney Mayer's letter of October 13, 1998 including draft requisition forms** – The Board of Selectmen is not pleased with any of these forms. The Board is very concerned that none of the forms contain all the necessary information. The Board is also concerned that it took so long to put in a gate that all parties agreed to on August 19, 1998. The Selectmen would like the Town Administrator to list these concerns in a letter to Attorney Mayer and suggest another meeting of interested parties after February 1999.

- **Advise Selectmen that Town Administrator will be out of the office on Wednesday morning and all day Thursday this week** – The Town Administrator made the Selectmen aware that she will be out of the office Wednesday morning for a meeting of the Government Finance Officer's Executive Board and for BMSI budget training all day on Thursday of this week.

- **Set dates for budget review with department heads** – The Selectmen agreed with the Town Administrator that all budgets will be due on the Monday before Thanksgiving (November 23, 1998). This will give the Selectmen some time to review individual budgets before meeting with the department or organization.

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The following is the schedule for budget reviews:

November 30, 1998 -	Police @ 7:00 p.m. Water & Sewer Department @ 8:00 p.m.
December 7, 1998 -	Fire Department @ 7:00 p.m. Ambulance/Rescue @ 8:00 p.m.
December 14, 1998 -	Highway Department @ 7:00 p.m. A.R.T.S. @ 8:00 p.m.
December 21, 1998 -	Planning Board @ 7:00 p.m. Library @ 8:00 p.m.
December 28, 1998 -	Zoning Board of Adjustment @ 7:00 p.m. Parks and Recreation @ 8:00 p.m.
January 1999	Conservation Commission - to be announced

- **Discuss process for Aiken House CDBG renovation grant and grant administrator.**

The Selectmen reviewed and discussed Bob Bernstein's letter regarding the availability of Linda Mangones (Keene's CDBG Administrator) to act as our grant administrator or to assist us in administering the grant. The Town Administrator recommends contacting Ms. Mangones immediately to see if she will assist the Town and to work out the particulars. The Selectmen feel strongly that any time any town office personnel spend working on this project must be billed to the grant. This project was not supposed to cost the Town any money.

- **Accept minutes of September 28 and October 5, 1998 meetings** - The Selectmen reviewed and voted unanimously to accept the minutes of both the September 28, 1998 meeting and the October 5, 1998 meeting.

- **Review and discuss correspondence from Michaela Ali-Oglu reference compliance with terms of Zoning Board variance.** The Selectmen reviewed the letter sent by our Code Enforcement Officer as well as Mrs. Ali-Oglu's response. It is clear that the reason the Notice of Violation was sent is because even on October 15, 1998 (the date of the notice) Ms. Ali-Oglu clearly could and would not meet the deadline of October 20, 1998. She was to be in compliance within three weeks (October 20, 1998) not make application to the Planning Board by October 20, 1998. Ms. Ali-Oglu clearly is not in compliance and the Selectmen do not wish to grant any extensions of time.

- **Approve payment of Town Administrator's tuition reimbursement** - The Town Administrator presented the Board with an invoice for \$345 for the Supervision course she took at The Technical Institute in Concord as well as a copy of her grade for said class. The Selectmen approved payment as discussed as a condition of the Town Administrator's employment and congratulated her on her grade.

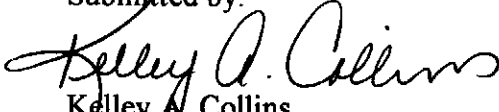
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ADJOURNMENT

There being no further business the Selectmen adjourned at 10:00 p.m.

Submitted by:


Kelley A. Collins
Town Administrator

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