

APPROVED NOV 9 1998

**TOWN OF ANTRIM
BOARD OF SELECTMEN'S MEETING MINUTES
November 2, 1998**

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

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

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

• **Discuss engineer's synopsis of possible solutions to drainage problem at A.R.T.S.**
The Selectmen reviewed the choices provided by Nelson, Ward & Associates, Inc. (Environmental & Civil Engineering). The three choices presented are: 1) grading, excavating, and paving the entire Transfer Station area with an estimated cost of \$20,125; 2) excavation, grading and placing hard-pak gravel w/a catch basin and storm drain-estimated cost \$6,792; 3) flashing, caulking, hand placing hot bituminous asphalt with a hard-pak gravel transition to end of concrete slab – estimated cost \$863. The Town Administrator pointed out an additional choice of extending the roof line of the Transfer Station building an additional six feet to the end of the concrete slab. This would prevent much of the blow back we get during a storm. The Selectmen instructed the Town Administrator to call three contractors: Steven Schacht, Dan Valley and Tod Bryer and attempt to get a price from them by next Monday. In addition, the Board will consider option #2 in their 1999 budget work.

6:20 – 6:53 P.M. – MEET WITH A RESIDENT TO DISCUSS A TAX MATTER PER RSA 91-A:3,II – c

Chairman Carol Smith made a motion to go in to Non-Public Session under RSA 91-A:3, II – c to discuss a matter, which if discussed in public may adversely affect the reputation of a person other than a member of the Board, at 6:20 p.m. Selectman Tim Seeger seconded. Roll Call Vote: Selectman Seeger – yes; Chairman Smith – yes; Selectman Dargie – yes.

The Board of Selectmen discussed a delinquent tax matter with a resident and entered into a contract for payment of said taxes.

Selectman Tim Seeger made a motion to leave Non-Public Session at 6:53 p.m.

Selectman Dargie seconded. Roll Call Vote: Chairman Smith – yes; Selectman Seeger – yes; Selectman Dargie – yes.

7:00 – 7:30 P.M. MEET WITH THE WATER & SEWER COMMISSIONERS

• **Discuss budget deadlines**

Some discussion took place regarding the Selectmen's deadline for budget submission on November 23, 1998. This is a little early for the Water & Sewer Department because they don't meet with the Town of Bennington until the first week in December. The Board moved the Water & Sewer Commissioners appointment from November 30, 1998 to Monday, January 4, 1999 at 7:00 p.m.

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- **Discuss employee labor issues – summer help and insuring non-dependents**
The Selectmen are troubled by a couple of labor issues that crept up in the last couple of months. First, the issue of hiring youth labor as sub-contractors and allowing them to operate machinery (lawn mower) and second, the insurance coverage of non-dependents. The Town Administrator made the Water & Sewer Commissioners aware that the non-dependent coverage in this case cost \$3,566. Commissioner Pratt pointed out that this was an oversight on the part of the employee and that he believes that there is some culpability on both the employee and the town. He knows this happens from time to time where he is employed but it is corrected when it is caught and they go on from there. The Town Administrator agrees that is the way it is usually handled in the private sector but is a little concerned that this is taxpayer’s funds, not a private company’s profits.

- **Discuss computer sharing issues**
Chairman Smith pointed out that the Water & Sewer Department employee has been having some problems with the computer system. The concern is that all these records depend on each other and the Town Clerk/Tax Collector’s system gets tied up trying to fix the problem. The Town Administrator feels that the employee should get additional training from BMSI. Commissioner Pratt stated that he has all the confidence in the world in this employee and doesn’t think that this will be a problem for him.

7:30 – GENERAL BUSINESS

- **Review and discuss Kristin Readel’s letter** – The Board reviewed Ms. Readel’s letter and suggested that the Town Administrator forward this to the Recreation Coordinator since she is our person in charge of the after school programs. A letter will be sent to Mrs. Readel explaining that Shelly Gardner is our person in charge of after school programs.

- **Review & discuss quote for repairs to fencing at the dam on Summer Street** – The Town Administrator presented the Selectmen with a quote for their review. The Selectmen agreed unanimously to hire Cheshire Fence to do the repairs as outlined on their proposal, in the amount of \$847.

- **Discuss the possible lowering of Gregg Lake – review information from State biologist** – The Town Administrator spoke to one of the biologists that work for the State’s Department of Environmental Services. She noted that it is already late in the year to lower Gregg Lake any further. The invertebrate life has already burrowed in the mud and exposing that mud to a hard freeze could damage them. The biologists’ recommendation is to have the lifeguards hand pull the weeds early in the season, and then weekly, to keep them from becoming a serious problem next summer. The Town Administrator asked the biologist about pulling a length of chain link fence behind a couple of boats. She noted that this may work but does require a dredge and fill permit from the Wetlands Bureau.

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- **The school would like to use four of the Town Hall windows for displaying art work** – The Town Administrator made the Selectmen aware that Lois Harriman stopped by to see if it is okay to use four of the Town Hall windows to display school children's artwork through the holidays. The Board has no problem with the display.
- **Discuss the Town using Touchwood Square for the first lighting on December 3, 1998 at 5:00 p.m.** – The Selectmen feel that this is the same process used every year and they have no problem with it as long as the owner doesn't mind.
- **Review and discuss David Essex's recommendation to appoint an Economic Development Commission or Authority.** – The Selectmen reviewed Mr. Essex's recommendation. The Board thought of a few other people they would select for the Advisory Commission. The Board feels that an Economic Development Advisory Commission that does not have the authority to borrow or fund projects without the implicit approval of the Selectmen would be their choice. Each Selectmen will bring a short list of their recommendations to this commission to the next Board meeting and they will then approach the common members to see if they are interested. There was some discussion on the number of members.
- **Review and discuss a taxpayer's letter re: delinquent taxes.** – The Selectmen reviewed the taxpayer's letter and unanimously agreed to the taxpayer's request to allow installment payments as long as payments are made weekly and in the amount agreed upon. The first payment missed or not in the agreed upon amount will result in tax deeding without further notice.
- **Review and discuss Y2K issues** – The Town Administrator made the Board aware that computers are not going to be the only issue. There are actually many pieces of equipment in all departments that should be evaluated, including police cruisers, fire trucks, fire pumps, etc. The Town is required to evaluate their equipment, and prepare a contingency plan. The Town does have liability if they do nothing. The Town Administrator has ordered a couple of publications to assist in this endeavor but wants the Selectmen to be aware that each Department Head is going to have to participate in this process.
- **The Tri-town landfill gate is up but there is no lock on it.** – The Selectmen are really worried that it has taken two months to get the gate up and there still is no lock on it. The Town Administrator called Bennington to see why there is no lock and was told by Mr. Reid that he will put a lock on it when someone tells him to. The Selectmen would like a letter drafted to Atty. Mayer requesting a lock be placed on the gate immediately, a carbon copy of this correspondence is to be sent to Bennington and Francetown. In addition, it appears to Selectman Seeger that an additional esker may have been opened. Selectman Seeger would like the Road Agent to check this out first thing Tuesday morning. (NOTE: The Road Agent states that no additional phases have been opened)

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- **Review dividend check of \$1,755.70 received from the New Hampshire Municipal Association’s Property Liability Trust** – The Selectmen reviewed the dividend check from NHMA-PLIT.
- **Review and Discuss Holiday Hours** – The Town Administrator discussed Town Office hours for the following holidays: Veteran’s Day, Thanksgiving and Christmas. The Town Offices will be closed on Wednesday, November 11, 1998 for Veteran’s Day, Thursday, November 26 and Friday, November 27, 1998 for Thanksgiving and Thursday, December 24 and Friday, December 25, 1998 for Christmas.
- **Mr. Mattil’s tax issue** – Mr. Mattil stopped in today and noted that he expects to be closing on his property on November 9, 1998.

ITEMS TO BE SIGNED:

The Selectmen authorized and signed the following documents:

(3) original copies of the exclusive use agreement for Bennington’s Highway Garage to be located within the Tri-Town Landfill. The Selectmen would like the Road Agent to take a look at the placement of the utility poles prior to signing the pole licenses for PSNH.

- **Review and discuss pending litigation, threatened in writing** – The Town Administrator made the Board aware of the status of the Cotran v. Town of Antrim case.

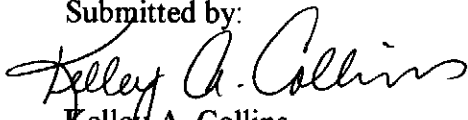
Adjournment

There being no further business come before the Board, the Selectmen adjourned at 8:45 p.m.

Wetlands Bureau and Water Supply & Pollution Control Complaint

Peter Beblowski stopped by to let the Board of Selectmen know that as a member of the Conservation Commission he received a complaint about Mr. Smith Harriman filling too close to a wetland with contaminated materials. Mr. Beblowski also noted that this information has been turned over to both State agencies mentioned above and the complaint is in the investigative stages. This filling took place in Bennington within 400 feet of the water supply for both towns. The Selectmen thanked Mr. Beblowski for keeping them informed.

Submitted by:


Kelley A. Collins
Town Administrator