

APPROVED MAR 15 1999

**TOWN OF ANTRIM
BOARD OF SELECTMEN'S MEETING MINUTES
March 8, 1999**

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

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

**6:30 p.m. SELECTMEN WILL MEET WITH TOWN MODERATOR
REGARDING ELECTIONS AND TOWN MEETING**

The Town Administrator supplied the Moderator with a worksheet showing which Selectmen will move each question, an original signed warrant, an original signed budget, certificate of posting and a copy of the corrections to the budget portion of the Town Report. The Town Administrator also asked the Moderator the rules with regard to campaign signs at a polling place. Selectman Dargie removed a campaign sign from the bulletin board next to the police station earlier this evening.

**THE SELECTMEN REVIEWED THE WARRANT, POSTED BUDGET AND
CORRECTIONS TO THE TOWN REPORT**

GENERAL BUSINESS

• **Discuss office coverage for Town Administrator's vacation (March 20-30)**

The Town Administrator reminded the Selectmen that she will be gone from Saturday, March 20, 1998 through Monday, March 29, 1999 on vacation. The Selectmen noted that they would like to cancel the meeting of March 22, 1999 and have Ms. Hautenan cover the meeting on March 19, 1999. The Town Administrator will make sure the appropriate notice of cancellation is posted.

• **Review, discuss and take under advisement draft documents from auditor**

The Selectmen briefly reviewed the draft audit documents. There were no questions at this time. The Board will take the documents under advisement and review more carefully after Town Meeting.

• **Review and approve payment for 1998 Audit (over \$500)**

The Town Administrator is looking for approval to pay the budgeted audit amount of \$4750. Since the Selectmen requested that department heads get approval on items over \$500 until we borrow in anticipation of taxes this invoice requires approval. The audit fieldwork is complete but the final financial statements and MS5 are still pending. Selectman Seeger made a motion to pay half of the audit amount pending completion of the work. Chairman Smith seconded. Motion passed unanimously.

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NON-PUBLIC SESSION - WELFARE ISSUE

- **Review, discuss and appoint a "fair hearing officer" under the Town's welfare guidelines (hearing must be within 7 working days)**

Chairman Carol Cote made a motion to go in to Non-Public Session regarding a welfare issue at 6:20 p.m. Selectman Seeger seconded. Roll Call Vote: Chairman Cote - yes; Selectman Seeger - yes; Selectman Dargie - yes.

The Town Administrator reviewed the Town and State guidelines on fair hearings with the Selectmen. The Selectmen went in to Non-Public Session because they needed to know the applicant's name, in an effort to avoid any conflict of interest. Since none of the Selectmen knows this person the Board agreed unanimously that both Chmn. Cote and Selectman Seeger will sit on a fair hearing panel. In an effort to accommodate the applicant's time request the meeting will be scheduled for Wednesday, March 10, 1999 at 6:00 p.m. at Town Hall. (The alternate date is Monday, March 15, 1999 at 6:00 p.m.)

The Town Administrator will notify both the applicant and the Welfare Director.

Selectman Seeger made a motion to leave Non-Public Session at 6:30 p.m. and seal the minutes. Chmn Cote seconded. Roll Call Vote: Chairman Cote- yes; Selectman Seeger - yes; Selectman Dargie - yes.

- **Review and discuss issues regarding 9-1-1 response to several homes in Antrim**

The Town Administrator made the Selectman aware that there are some questions from a resident on Stoddard Road with regards to why she pays taxes to Antrim but receives emergency services from Hancock and is listed as Hancock in the phone directory. There are roughly six households that have automatic response from Hancock Police and Fire and Peterborough Ambulance because they can be reached more quickly by these entities. (Antrim units have to travel into Hancock to reach these six homes). Bell Atlantic 9-1-1 apparently does not have the capacity to list the residence in Antrim but actually have a Hancock response. It is unclear whether this particular resident has a problem strictly with the listing or also with the emergency response. The Selectmen would like the Town Administrator to begin by sending a memo to the Police Chief, Fire Chief and Rescue Captain regarding emergency response to these homes and whether there are written agreements or strictly verbal. The Selectmen will then contact the residents regarding the merits of these responses.

- **Tax Anticipation Note Application**

Selectman Seeger made Chairman Cote aware that should she not be the elected candidate she may want her name removed from the \$500,000 Tax Anticipation Note for 1999. Chairman Cote agreed that she would not sign the 1999 note until after the elections.

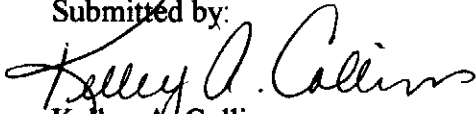
Adjournment

There being no further business to come before the Board, the Selectmen adjourned at 7:45 p.m.

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Submitted by:


Kelley A. Collins
Town Administrator

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