

APPROVED APR 19 1999

**TOWN OF ANTRIM  
BOARD OF SELECTMEN'S MEETING MINUTES  
April 12, 1999**

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

**PRESENT:** Chairman Tim Seeger, Selectman Denise Dargie, Selectman Eric Tenney, and Town Administrator Kelley Collins

**6:30 – 7:00 p.m. INTERVIEW COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADMINISTRATOR APPLICANT – SOUTHWEST REGION PLANNING COMMISSION (SWRPC)**

The Board of Selectmen conducted an interview with Tim Murphy, Executive Director of SWRPC and Brian McMaster, Planner/Community Development. Dave Penny and Ruth Zwirner from the Aiken House Project Committee were available to sit in. Mr. McMaster would be our principal contact. Considerable discussion took place regarding: timeline to construction, environmental review process, weekly and bi-weekly team meetings, handling of budget overruns, all advertising is included. The Town will be expected to handle some of the finances since funds must run through their books. Mr. Murphy pointed out that Southwest Region Planning Commission really would like the exposure of doing this work for the Town of Antrim. The Selectmen thanked Mr. Murphy and Mr. McMaster for their time.

**7:00 – 7:30 p.m. INTERVIEW CDBG ADMINISTRATOR APPLICANT – MUNICIPAL RESOURCES INC. (MRI)**

Mr. Stephen Griffin from MRI will be our primary contact. His proposal includes brief biographies on other personnel available through MRI. Generally, the same basic issues were covered as in the SWRPC interview. Mr. Griffin clarified that their proposal does not include the cost of the actual advertising. He would prepare the ad copy but the Town would be responsible for actually running the ads and paying for them. Mr. Griffin noted that he would be available as much as needed. He also recommended that the Town obtain a bid bond in addition to a performance bond. The Board thanked Mr. Griffin for his time.

There was some general discussion with the Aiken Project Committee members with regard to their opinion of the candidates. Chairman Seeger asked the Town Administrator to conduct some reference checks. This item will be on the April 19, 1999 agenda for action.

**7:58 – 8:10 P.M. Non-Public Session with Road Agent and Police Chief to discuss the compensation of public employees**

Chairman Tim Seeger made a motion to go in to Non-Public Session under RSA 91-A:3, II – (a) at 7:58 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes, Selectman Tenney – yes.

APPROVED APR 19 1999

The Selectman voted 3-0 to make merit increases for all eligible police officers and all highway personnel retroactive back to January 1, 1999.

Selectman Dargie made a motion to leave Non-Public Session at 8:10 p.m. Chairman Seeger seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes.

**8:15 – 8:20 p.m. Non-Public Session under RSA 91-A:3, II with Police Chief, Brian Brown**

Chairman Tim Seeger made a motion to go in to Non-Public Session under RSA 91-A:3, II with Police Chief at 8:15 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes.

No decision was made in Non-Public Session.

Chairman Seeger made a motion to leave Non-Public Session and seal the minutes at 8:20 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes.

**Other Police Matters Discussed:**

Officer Weeks will be gone for a two-week prosecutor’s school in May. Chief Brown will be on vacation from May 17 through May 22, 1999.

**GENERAL BUSINESS**

• **Review, discuss and approve invoice for printer for office**

The Town Administrator made the Board aware that the Town Clerk/Tax Collector and the Land Use Secretary have been having trouble with their printer for some time.

Repairs have been attempted without much success. The repair person believes this printer is about 10 years old and notes that Panasonic are not heaviest duty printers. He recommended purchasing an Okidata. A price was obtained with a two-day order time. The Selectmen unanimously approved the invoice for the printer.

• **Review transfer station surveys completed by Selectmen’s Secretary**

The Town Administrator provided the Selectmen with copies of the surveys Michelle has completed for the Transfer Station since the beginning of the year.

• **Review, discuss and approve building committee invoices and discuss bonding**

The Town Administrator had noted in the building committee’s minutes that they were seriously considering bonding. She discussed this with both the Town Attorney and with the Town’s auditor at the Department of Revenue Administration. Both parties concur that the Town is not in a position to bond at the June 9, 1999 reconvenement. She noted that since this is a reconvenement of the March Town Meeting all that can be considered is Article #10. The issue of bonding was not properly warned on the March 1999 Warrant. The Selectmen would like the Town Administrator to obtain this opinion from the Attorney and forward it to the Chairman of the Building Committee with a copy to the Town Moderator, Mr. Flanders.

APPROVED APR 19 1999

- **Review and discuss Fire Chief's request to purchase scott packs (\$12,000) and issues surrounding the ladies' auxiliary**

The Town Administrator made the Selectmen aware that the Fire Chief would like to purchase his new scott air packs. The Board would like the Chief to wait. We need to conserve our cash at least until the end of June.

The ladies' auxiliary issue is a little more complex. The Town Administrator noted that the Fire Chief suggested taking two firefighter positions from Company 1, two from Company 2 and one position from the Rescue Squad and naming auxiliary members as full firefighter/EMS members. The problem with this is that they cannot ever call themselves the ladies' auxiliary or the insurance company will view it as the same group. Selectman Tenney asked about the Town getting a price on adding coverage. The Town Administrator recommended against that for a couple of reasons: 1) we would be taking on the liability exposure our insurance company is trying to prevent, namely responsibility for an entity we have no control over (ex: Selectmen do not appoint members, do not oversee events, have no authority over maintenance or control of funds) and 2) there are other worthwhile groups in Town that are not currently insured and may want the same coverage (Friends of Recreation, Antrim Next, etc.) Can the Town afford to privately insure all the groups that may seek insurance? The Selectmen temporarily took this item under advisement.

- **Review and discuss Kallanian/Kellogg transfer and assessment records**

The Town Administrator made the Selectmen aware of a discrepancy in the assessing records for Map 5, Lot 20. The Town has this assessed as one 21 acre parcel. Mr. Kallanian recently sold 19 acres of backland as a separate lot. The new owner, Mr. Kellogg, is in the process of applying for a building permit, but he can't while we still have it assessed to Mr. Kallanian. Mr. Kellogg presented the Town Administrator with two separate deeds: one for the house and two acres dated 1956 and one for the 19 acres dated 1972. Since the Town has no supporting documentation of why the two lots were put together, the Town Administrator recommends separating them and transferring ownership in the manner supplied by Mr. Kellogg. The Selectmen have no problem with this.

- **Do we want to participate in the Cheshire County emergency communication survey for a fee of \$285?**

The Selectmen reviewed the memo from the Cheshire County Administrator and are not generally interested in paying to participate in a survey. The Town Administrator suggested contacting the Fire Chief and the EMS Captain to see if they have any interest in participation since they are dispatched out of Southwest Mutual Aid. The Selectmen were not against getting Fire & EMS feedback.

- **Review and discuss implementation of timesheets**

The Town Administrator is unclear on what the final decision of the Selectmen was last week with regard to the Police Department submitting timesheets. The Selectmen would like Chief Brown to submit timesheets weekly.

APPROVED APR 19 1999

- **Review and approve minutes of March 15, 29 and April 5, 1999**  
The Selectmen reviewed and approved the minutes of the March 15 and March 29, 1999 meeting minutes, as printed. The Selectmen reviewed and approved the April 5, 1999 meeting minutes, as amended.

**The Selectmen signed the following items:**

Letter to Mr. Drewry re: building permit, (2) yield tax warrants

**9:00 – 9:05 p.m. Non-Public Session to discuss pay increase for Recreation**

**Coordinator**

Chairman Seeger made a motion to go in to Non-Public Session under RSA 91-A:3, II (a) to discuss the compensation of a public employee. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes. The Selectmen voted unanimously to award Ms. Gardner a \$ .25/hour increase retroactive to her six-month anniversary date of December 4, 1998 and a 3% cost of living increase retroaction back to January 1, 1999.

Chairman Seeger made a motion to leave Non-Public Session at 9:05 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes.

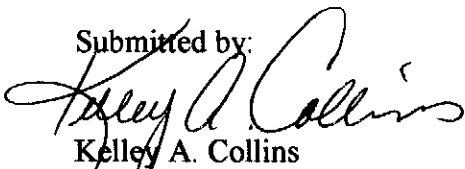
**Conservation Commission Issue:**

Mr. Beblowski stopped by after attending the Bennington’s Planning Board preliminary hearing on the Rymes construction project on Route 202 in Bennington. Mr. Beblowski noted that the meeting was very informational. The project will consist of above ground liquid petroleum storage tanks and a small storage building to store a couple of trucks. The Bennington Planning Board has referred the project to the Bennington Zoning Board.

**Adjourned**

There being no further business to come before the Board of Selectmen the meeting adjourned at 9:30 p.m.

Submitted by:

  
Kelley A. Collins  
Town Administrator