

APPROVED APR 26 1999

**TOWN OF ANTRIM
BOARD OF SELECTMEN'S MEETING MINUTES
April 19, 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, Selectmen Denise Dargie and Eric Tenney and Town Administrator, Kelley Collins

6:30 – 7:23 p.m. MEET WITH RECREATION COORDINATOR, SHELLY GARDNER

Recreation Coordinator Shelly Gardner and Recreation Commission member Sam Harding met with the Board to review Recreation Department needs, schedules and concerns for the upcoming year.

Request for use of gazebo at Memorial Park for a wedding and use of tennis court for reception.

Ms. Gardner made the Selectmen aware that she had received a request to use the gazebo at Memorial Park for a wedding ceremony with a reception to follow on the tennis court. She assumes that alcohol will be involved at the reception. The Selectmen have no problem with the ceremony at the gazebo, as long as the Memorial Park Committee is consulted but does not want to get involved with receptions and alcohol on Town property.

Other Memorial Park Issues

Mr. Harding noted that there has been additional vandalism at the Park. The cover has been torn off the electrical box near the tennis court; the only surviving picnic table was flattened; the flood light by the flag has been damaged; tennis court fence supports have sustained additional damage and there is graffiti in the gazebo. Some of these things have happened in the last week, some as long as three or four weeks ago. Mr. Harding believes there is a bigger issue than just the repairs. He is concerned about the amount and cost of the vandalism. In addition, he believes that in the past volunteers have pitched in and taken care of some of these things without notifying the Town so we may not have an accurate picture of how serious this problem really is. The Board agrees that this is a problem that must be addressed to and by the Police Chief. The Selectmen noted that each new incident of vandalism must be reported to the police department so they are aware of each incident as soon as it happens. In an effort to coordinate the efforts at Memorial Park, Chmn. Seeger would like to see the Recreation Committee and the Recreation Coordinator and the Memorial Park Committee meet to discuss issues and long term plans.

Beach Issues

There was discussion about the port-a-potty vs. leaving the restrooms open at the beach. Selectman Seeger is very concerned that if the port-a-potty gets dragged in to the lake it may result in a summer-long closure of the beach. Mr. Harding noted that if the port-a-potty is the choice it could be chained, or otherwise secured to the building. There was also discussion about leaving the restrooms unlocked and having the police department

APPROVED APR 28 1999

lock them at their last evening patrol of the beach. Chief Brown has expressed a willingness to do this. Mr. Harding and the Selectmen agreed that they have another month to decide on a course of action for the restrooms at the beach.

Beach Sand

Mr. Harding made the Board aware that they will have to go through the Wetlands Board for a dredge and fill permit to bring in washed beach sand. He believes this will have to be a major rather than a minor application. The Town Administrator had done some research on this matter last year in preparation for beach sand and she will dig out her notes and contacts and get back to the Recreation Coordinator.

Mr. Harding asked if the beach could be yolk-raked this Spring. Chmn. Seeger advised either Mr. Harding or Ms. Gardner to give the Road Agent a call. Mr. Harding would also like to make some permanent, annual arrangement to have the Town deal with the raft. The volunteers are willing to get it up to the edge of the water if the Town could drag it further up the beach. In addition, the raft needs some minor repairs. Chmn. Seeger suggested that perhaps the Highway Department can lift the raft up and then our Building Agent could do the minor carpentry repairs.

Dances

The Recreation Coordinator made the Selectmen aware that there were a couple of fights and some other disrespectful behavior at the most recent dance last Friday evening. The Recreation Committee and Recreation Coordinator are going to review the process for dances and may make some changes in how they are run.

Recreation Commission

Mr. Harding and Ms. Gardner made the Board aware that they may need to appoint some additional members in the next few months. Kathy Ruoff has resigned and an Alternate, Janet McEwen has taken her place. Becky Bergeron will be resigning this summer.

Town Gym

The Rec Coordinator is very concerned with the on-going problem with maintenance at the Town Gym. She had to go in and scrub the restrooms herself this week. The ceiling tiles are falling down and the furnace is a problem, it is either really hot or really cold. Chmn. Seeger asked the Town Administrator to send our Building Agent over to look at the ceiling tile problem and to open communications with the custodial staff regarding status of maintenance.

7:25 – 7:53 p.m. MEET WITH CODE ENFORCEMENT OFFICER, ART STENBERG

The Selectmen asked the Code Enforcement Officer how things are going, in general. Mr. Stenberg noted that things are much busier. Mr. Stenberg asked the Selectmen for some direction regarding frequency of inspections at the Frameworks site. The Selectmen feel that the Code Enforcement Officer needs to use his best judgement with regard to the frequency of inspections. There was also some discussion regarding calls he gets for inspections and then when he gets there the homeowner or contractor are not really ready so he has to go another time. Selectmen questioned whether it is time to review the permit process to allow for additional charges in the case where we have to make unnecessary site inspections. The Town Administrator offered to meet with the

APPROVED APR 23 1999

Code Enforcement Officer and the Landuse Secretary to see if we can revise the building permit package to include additional information that the Building Inspector needs.

GENERAL BUSINESS

- **Review and approve audit, as printed**

Chairman Seeger made a motion to accept the audit of the financial records for January 1, through December 31, 1998, as printed. Selectman Dargie seconded. Motion passed with a vote of 2 – 0.

- **Review and discuss appointment of CDBG Administrator**

The Town Administrator gave the Selectmen the results of the reference check she did on both applicants. After some discussion, Chairman Seeger made a motion to hire Stephen Griffin of Municipal Resources Inc. to act as the Community Development Block Grant Administrator of the Aiken Project. Selectman Tenney seconded. VOTE: 3-0. It was noted at this time by Chmn. Seeger that the entire \$20,000 set aside for administration will be preserved until the end of the project in the event that the Town needs to subcontract other administrative functions.

- **Review and discuss participation in Cheshire County emergency communication survey**

The Town Administrator noted that she has had an opportunity to do some further research on participation in this survey. She spoke to the Cheshire County Administrator and he noted that this survey was born out of the Colebrook shootings. It became apparent at that time that many law enforcement agencies were operating on different frequencies with different technologies. The federal government recognizes New Hampshire's needs in this area and may be willing to make several million dollars available in the form of grants. The County Administrator's position is that it will be more cost effective, provide better overall service and make the grant more attractive if there are more beneficiaries (county or even statewide). He also noted that Belknap County has already received a grant for \$300,000 (this was a 100% funded grant – not matching funds) and put two laptop computers in every police department in their county, including the Sheriff's Office. Chairman Seeger suggested that the Town Administrator share this information with the Police Chief, Fire Chief, Road Agent and EMS Captain and get their general feelings on participation.

- **Review and discuss removal of underground #2 fuel oil tank**

Selectman Tenney noted that Mr. Rymes brought some information to his attention last week that he believes documents that this tank may not be required to be removed. Some discussion took place on whether, with the escalating requirements for underground tanks, we want to remove it anyway. Selectman Tenney feels that if it was going to be a \$10,000 removal we might want to hold off, but since removal is slated at \$3,000 or less we may want to go ahead. Selectmen were all in agreement to go ahead and remove the tank so that this issue is resolved for good.

APPROVED APR 26 1999

TOWN OF ANTRIM – BOARD OF SELECTMEN'S MEETING MINUTES
Page 4 – April 19, 1999

- **Review and approve payment of DRA invoice for pick-ups done in March**
The Selectmen reviewed the invoice and agreed to pay since it was work that has been completed and needed to be done for first issue tax bills.

- **Review and discuss Oldershaw timber warrant**
The Town Administrator brought this yield (timber) tax warrant to the Selectmen's attention because it was submitted with a request from the logger/forester that the lowest possible assessment be used for stumpage values. The Town Administrator has researched this in the office and noted that the Board has not, as a matter of general policy, ever reduced timber tax prior to billing. The customary practice is to bill at a mid-range of state listed stumpage values and have the owner request an abatement. In addition, some proof of the amount the owner received is usually required. The Town Administrator noted that RSA 79:1 allows the Selectmen to consider many conditions when the cut is not the product of competitive bidding. The Selectmen agreed unanimously to tax Mr. Oldershaw in the same manner as all other logging operations and send a cover letter explaining the process for requesting an abatement.

- **Review date & time for pre-bid conference on Gregg Lake Bridge dam repairs**
The Town Administrator made the Selectmen aware that the pre-bid conference for the contractor to do the repairs to Gregg Lake Dam will be held at the site at 10:00 a.m. on Tuesday, April 20, 1999. The Town Administrator and John Levigne, the engineer from SFC will be on hand to answer questions.

- **Review and approve minutes of April 12, 1999**
The Selectmen agreed unanimously to accept the minutes of the April 12, 1999 meeting, as printed.

- **Town Administrator vacation day on Thursday, April 23, 1999**
The Town Administrator noted that she has been planning a trip and would like to take Thursday, April 23, 1999 as a vacation day. She is concerned that the Town Clerk/Tax Collector has had a death in her family and will be closed on Thursday, which will leave Mrs. Miller as the only office staff available. The Selectmen are comfortable with this as long as Mrs. Miller has no problem. The Board noted that if Mrs. Miller needs to close the office to attend the funeral she has the authority to do that.

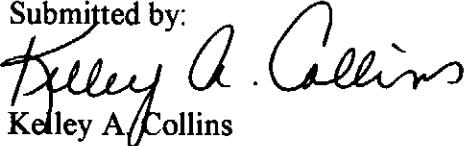
The Selectmen signed the following items:
(2) Intents to Cut, several yield tax warrants

TOWN OF ANTRIM – BOARD OF SELECTMEN'S MEETING MINUTES
Page 5 – April 19, 1999

Adjournment

There being no further business to come before the Selectmen the meeting adjourned at 8:30 p.m.

Submitted by:



Kelley A. Collins
Town Administrator

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