

APPROVED SEP 21 1999

**TOWN OF ANTRIM
BOARD OF SELECTMEN'S MEETING MINUTES
September 13, 1999**

6:00 p.m. MEETING CALLED TO ORDER – Chairman 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

6:40 p.m. THE BOARD WILL MEET WITH BRIAN HENNESSEY TO ACCEPT THE GIFT OF A PLACQUE WITH ANTRIM, NORTHERN IRELAND'S CREST AND A HISTORY ON ANTRIM, NI

Mr. Hennessey recapped his recent dialog with the official of Antrim, Northern Ireland with regard to their plans for display of the materials he presented to them on his recent visit. Mr. Hennessey formally presented the Selectmen with the plaque representing Antrim, Northern Ireland's coat of arms and a book depicting their history. There were two members of the media in attendance who took photos for their publications.

7:00 p.m. THE BOARD WILL MEET WITH THE EMERGENCY MANAGEMENT DIRECTOR, BOB BETHEL.

• **Review and discuss Y2K preparedness**

Mr. Bethel noted that he has met with the Town Administrator and will be meeting with the regional Emergency Management Directors in October to further review Y2K preparedness. All parties in attendance agreed that individual citizens must take some responsibility for their own and their families' preparations for Y2K glitches. The Town will focus on their own services and contingency plans for such services. The Town will also try to make some preparations for people who find themselves in an emergency situation. Specifically, in the event of widespread power outages for people who may be dependent on oxygen or dialysis or have special circumstances newborn babies or very young children, we should have a shelter site. Mr. Bethel noted that Great Brook School does have a generator so there would be heat and he has permission to use this as a shelter site. He is still in the process of checking to see how many outlets may be powered for medical equipment needs. Mr. Bethel also obtained a price on purchasing and installing a generator large enough to power all services at Antrim Fire Station No. 1. -- \$8,500. The Board and Mr. Bethel reviewed a one page Y2K and You form that the Town Administrator drafted with the thought of bulk mailing it to all residents in the next couple of weeks. The Town Administrator notes that this form has a tear off sheet at the bottom so that those with special needs can notify us of their needs, fairly easily. In addition, we will solicit information from Antrim Village, Great Brook Homes, and Lutheran Services Antrim Girl's Shelter for any special needs their residents may have. Mr. Bethel will be calling to see when the Hillsborough National Guard Armory may be activated as a shelter. Mr. Bethel and the Town Administrator will meet again next Thursday to further their plan. The Selectmen approved the town-wide bulk mailing of the Y2K and You form. We will also run an advertisement sometime in late October or early November asking people to let us know if they anticipate needing assistance.

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- **Review and discuss requirement of SARA Title III for a committee to plan for hazmat incidents**

The Town Administrator made the Selectmen and Mr. Bethel, as Emergency Management Director, aware of the requirement, in the federal SARA Title III laws, for an emergency planning committee. The committee, similar to any LEPC (local emergency planning commission) should consist at a minimum of local officials, fire chief, police chief, road agent, emergency management, public health, hospital and environmental officials. In addition, representatives of facilities subject to planning requirements, community groups and the media may be included. The LEPC must develop an emergency plan and review it at least annually. The Town Administrator strongly suggests that the Emergency Management Director have a hazmat emergency plan attached to his regular emergency plan and that the Selectmen appoint this committee to review said plans periodically (at least annually). We have received a verbal complaint from a resident regarding our apparent non-compliance with the committee requirement.

8:12 p.m. THE BOARD WILL MEET WITH RICHARD BLOCK AND LORANNE CAREY BLOCK TO DISCUSS A TAX ISSUE

The Selectmen met with Mr. Block and Mrs. Carey Block. Mr. Block read a statement regarding the fact that after speaking with their attorney, accountant and the County Forester, Mr. Newt, they have calculated an offer based on the outstanding timber tax, and an assessment of the subdivision property at current use values plus all penalties and interest calculated in the same manner as the tax collector with a total amount of \$4,626.82. The Block will provide this information to the Board in writing tomorrow. The taxes due as of today are in excess of \$18,000. There was considerable discussion regarding the 1992 letter from Mr. Salera (Hancock Estates) to Betty Shaw regarding the fact that this land was in current use. The Town Administrator pointed out again that a clerical error on the part of a former employee does not put the land in current use. Chairman Seeger asked the Blocks if they were able to document the land being in current use at the Hillsborough Registry of Deeds. The answer was that the Registry's documents do not clarify the issue. The Town Administrator noted that Town's do not grant abatements on prior years. The Blocks state that the Town has done this in the past. Chairman Seeger made the Blocks aware that he is unprepared to give them a decision tonight. The Board did agree that they would put this on the agenda for their meeting on September 20, 1999. The date for tax deeding for 1996 past due taxes is October 4, 1999.

GENERAL BUSINESS

- **Review, discuss and appoint three new alternates to the Recreation Committee**

The Recreation Committee and the Recreation Coordinator have suggested three alternates to serve on the Recreation Committee. The Board reviewed the names and Chairman Seeger made a motion to authorize the Town Clerk to administer the oath of office to Terry Postalwaite for 1 year, Douglas Crafts for 2 years and Richard Wood for 3 years. Selectman Dargie seconded. Motion passed. VOTE: 3-0.

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- **Review and discuss setting up interviews with assessing companies**

The Town Administrator made the Board aware that she sent out a letter soliciting letters of interest and price structures for companies interested in providing assessing services to the Town. This is necessary because the NH Department of Revenue Administration will not be providing this service after the end of this year. The Town Administrator suggested that she narrow the current field from 5-6 firms down to 3 for the Board to interview. Chairman Seeger would like a couple of days to check references on the firms since he has contacts among appraisers.

- **Review and discuss advertisement for Health & Welfare Officer**

The Town Administrator asked the Board to table this for the next meeting. The Board agreed.

- **Review and discuss letter from Stephen Noble/Pierce Lake Betterment Assoc. re: speed bump and sign**

The Selectmen reviewed Mr. Noble’s letter and note that this should be discussed with the Road Agent. They also state that they are not interested in placing any kind of speed bump on a town road and if it is placed on a private road it will not be done by the highway department. In addition, Chairman Seeger suggested that the Town Administrator get a price on the requested sign from the Road Agent and we ask the Betterment Association to pay at least half of the fee for the sign. The Town Administrator noted that we do not usually ask neighbors to contribute for street signs or dead end signs. We usually only ask for a contribution if it is a specialized sign the town does not customarily use. The Board asked the Town Administrator to prepare a letter to Mr. Noble for their signatures.

- **Review, discuss and authorize Chairman to sign repurchase agreement with bank**

The Town Administrator noted that we have spoken with the bank about our repurchase agreements because we have noticed service charges for the last couple of months. The bank has had some minor changes to the repurchase agreement which required the re-calculation of the minimum daily balance. The minimum daily balance should now be \$64,000 and this application will allow us to change that minimum balance and avoid service charges. Selectman Dargie made a motion to authorize Chairman Seeger to sign the repurchase agreement. Selectman Tenney seconded. Motion passed with Chairman Seeger abstaining.

- **Review, discuss and approve minutes of 8/30/99.**

The Board unanimously approved the minutes of the August 30, 1999 meeting, as printed.

- **Review and approve sponsoring Mr. Mangieri’s attendance at the DRA/Statute course—and his letter of request.**

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The Selectmen reviewed Mr. Mangieri's request for Board sponsorship to attend the DRA/Statute course sometime in the future, at his own expense. The Board is generally pleased that Mr. Mangieri is willing to attend classes. They would like the Town Administrator to place Mr. Mangieri on the waiting list and keep him updated on the status of the next course. The Board did want Mr. Mangieri to know that if they are limited to the number of participants and it becomes necessary to send an employee, they would reserve the right to use their seat for the employee rather than for a lay person or a member of a landuse board.

- **Review, discuss and approve house number/public service advertisement**

The Town Administrator reminded the Board that one of the recommendations of the public safety committee they appointed, was to try to get the word out on how important it is to properly display an accurate house number. The Town Administrator has drafted a public service notice to run in a couple of newspapers and suggested putting this in the next issue of the Limrik. The Board reviewed the notice and approved its running.

- **Review and discuss updating A.R.T.S. list of items to dispose of and fee schedule**

The Town Administrator relayed the details of a call she received last week regarding what the town will take to dispose of and the fees we charge for disposal. In this particular case she had questions regarding rugs. The Town Administrator noted that the list of items Antrim Recycling and Transfer Station will take and the fees are about 5 years old. Selectman Tenney agreed that he and Bill Lang can take a look at both lists and make recommendations on updating.

- **Disposal of tin/steel cans**

Selectman Tenney noted that the Waste Management dumpster for cans is full. Brockton Iron and Steel will no longer pick up the cans and we have been unsuccessful in finding another company that will do that. The Board has already approved putting the cans in the trash compactor pending another cost effective alternative. Selectmen Tenney is looking for Board approval to have Waste Management empty the full dumpster and perhaps remove it. The Board has no problem with this if it is too heavy to easily move and empty into the compactor. The Town Administrator suggested to Selectman Tenney that he have Bill Lang call NRRA (Northeast Resource Recovery Association) regarding whether they have a mobile bailer or any system that may be more cost effective.

- **Review and discuss sending Police Chief to request equipment from Mr. Fales.**

To the best of Assistant Fire Chief Bethel's knowledge, Mr. Fales has not contacted anyone regarding some outstanding equipment. The Board agreed to send Police Chief Brian Brown to Mr. Fales house to see if Mr. Fales has any of the equipment.

- **Review, discuss and appoint volunteers for the Antrim Celtic Celebration.**

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The Board of Selectmen voted unanimously to appoint the following volunteers to Antrim's Celtic Celebration Committee, pending satisfactory completion of the required waiver form, Kathryn Chisholm, Lorraine Carey Block, Richard Block, Brian and Anne Hennessey, Jerry Lindsay, Lois Harriman, Paul Dugan, Kelley Collins, Janet Corliss, Fred Roberts, Jean Suomala, Andy Paul, David Essex and Tim Lang.

- **Review and discuss letter from Firefighter Leonard**

The Selectmen reviewed Firefighter Leonard's letter requesting information. The Board reviewed and signed the Town Administrator's drafted letter of response.

- **Review and approve payment of \$560 for a Tri-Town Excavation Terrain Alteration Permit Application**

The Board of Selectmen reviewed Bill Reid's letter regarding the Terrain Alteration Permit for the Tri-Town Landfill Excavation and unanimously agreed to pay the invoice.

- **Review letter from DES acknowledging our closure of the fire station u/g tank**

The Selectmen reviewed the letter from the NH Department of Environmental Services regarding the removal and closure of the underground 3,000 gallon, #2 fuel oil tank at the fire station. All documentation appears to be in order.

- **Review letter from Contoocook-North Branch River Local Advisory Committee**

The Board reviewed the letter from the above referenced agency and agreed to send a memo to the Chairman of the Conservation Commission (C.C.) requesting names of people who may be interested in serving on such a committee. The Selectmen shall appoint a member after reviewing the list provided by the C.C.

- **Delinquent Tax Matter**

The Board briefly reviewed a letter from a taxpayer regarding the imminent tax deeding of the mobile home he resides in. The Selectmen agreed to take this matter under advisement.

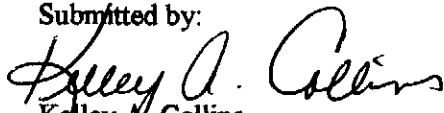
The Board of Selectmen reviewed and signed the following items:

Letter of response to Firefighter Leonard, Letter(s) of inquiry to Antrim Girl's Shelter, Great Brook Homes and Antrim Village, (5) deeds for tax-deeded property, (1) Intent to Cut, Warrant for Yield Taxes, Appreciation letters to Carter Procter & Stuart Gross.

Adjournment

There being no further business to come before this meeting the Selectmen adjourned at 9:15 p.m.

Submitted by:


Kelley A. Collins
Town Administrator