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**TOWN OF ANTRIM  
BOARD OF SELECTMEN'S MEETING MINUTES  
December 6, 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

**GENERAL BUSINESS**

- **6:01 – 6:09 p.m. Non-Public Session under RSA 91-A:3, II – b to discuss the hiring of a public employee (review and discuss Health & Welfare Officer applications)**

Chairman Seeger made a motion to go into Non-Public Session under RSA 91-A:3, II – b to review the resumes for Health & Welfare Officer, at 6:01 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes.

The Selectmen took some time to review the two resumes submitted for the position of Health & Welfare Officer. They instructed the Town Administrator to set up interviews with each of the applicants on Monday, December 13, 1999.

Chairman Seeger made a motion to leave Non-Public Session at 6:09 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes.

- **Review and discuss participating in a perambulation with Hancock (respond to their letter of inquiry).**

The Selectmen reviewed the letter from the Town of Hancock requesting our participation in a perambulation of our joint town line. The Town Administrator noted that RSAs require that each of the Town's boundaries be perambulated every seven years. To the best of her knowledge this hasn't been done in at least 10-15 years. Hancock has obtained a price from Cartographics to do the perambulation of Hancock and each of the Towns that bound on Hancock. If all of the Towns agree to this, the price for Hancock would be \$5352, they would be asking for \$500 or less from Antrim. The Selectmen generally discussed this for some time and agreed to budget \$500 to perambulate the Antrim/Hancock town line.

- **Review and discuss letter regarding upkeep of cemeteries (craft a response).**

The Town Administrator noted that we received a letter from two Great Brook School students notifying us that several gravestones are broken and tipped over in the Antrim Center Cemetery. Selectman Tenney noted that he got a price from the Kaufhold Family Memorials & Stone Works in Peterborough on beginning to restore the gravestones. The Selectmen unanimously agreed to place \$1,000 in the Cemeteries budget each year until this process is complete. The plan is to start with the Meeting House Hill Cemetery and

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do as many gravestones as we can (approximately 40 gravestones per year) until we finish at one cemetery and then move on to the next. The Selectmen asked the Town Administrator to respond to the student's letter outlining our plan.

• **Review and discuss using community service volunteers for preparation of mailing inventory forms.**

The Town Administrator noted that it takes the office staff several days to run labels, fold inventories, label them, stamp them and sort them for mailing. These are mailed during one of our most busy times (audit, year-end, town report, public hearings, etc.) Coincidentally, we received a call from Bill Bigelow who is coordinating fund raising for the 8<sup>th</sup> grade trip to Washington D.C. Their fundraiser includes soliciting donations from businesses to pay for community service hours for students. Mr. Bigelow solicits the donations and then calls employers like the Town to see if we have community service work that can be done. The Town Administrator would like to use any community service workers she can find including any court diversion juveniles that may be available.

**Selectmen's Meeting on Monday, December 27, 1999**

The Town Administrator asked the Board if they intend to have their regularly scheduled meeting on Monday, December 27, 1999. The Board has decided to tentatively cancel this meeting.

**6:15 p.m. MEET WITH THE CHAIRMAN OF BENNINGTON'S BOARD OF SELECTMEN, MR. CLEARY, TO DISCUSS THE PROCESS FOR REPLACEMENT OF THE ANTRIM/BENNINGTON BRIDGE.**

Mr. Cleary made the Antrim Board aware of the Bennington Selectmen's wish to replace this bridge while the Municipal Managed Bridge Program is still in place. He wants to make sure that the Antrim Selectmen feel the same way. All parties agreed that we should take advantage of the State Grant that will pay 80% of the replacement. All parties present also agreed that the 20% to be paid by the Towns will be split 50-50, even though the RSAs provide for this split to be by equalized valuation. The Town Administrator noted that Bob Barry from NH Department of Transportation informed her that if the Towns choose the 50-50 split they need to have a written agreement to that effect. In addition, he recommended that we may want to note in that agreement which Town will manage the project. Chairman Cleary will discuss these matters with the Bennington Selectmen on Wednesday evening and have their Administrative Assistant, Bill Reid call Antrim's Town Administrator on Thursday. She will then call the Attorney and have him start drafting an agreement. Chairman Cleary also agreed that the attorney's fees will be evenly shared.

**The Selectmen signed miscellaneous items:**

Including an intent to cut and a letter to Mrs. Zglenick.

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**7:00 p.m. MEET WITH POLICE CHIEF BRIAN BROWN TO DISCUSS PROPOSED SERGEANT POSITION FOR 2000 BUDGET.**

Police Chief Brian Brown joined the Selectmen and noted that, for accuracy, he will be tape recording the proceedings. The Selectmen and Police Chief discussed, in some detail, the timeframe for selection of a Sergeant. Police Chief Brown has a question on why the Selectmen would want to start this process prior to Town Meeting approval in March 2000. The money has not been appropriated for this position, to date. He feels strongly that the Town Meeting should be a part of this process. The Board asked the Chief why we need a Sergeant with four employees. The Chief explained that he feels it is necessary for the smooth operation of the chain-of-command. When the Chief is away there is some question as to who is in command of what? Selectman Dargie doesn't see the need for a Sergeant. There was considerable discussion on whether the position itself should go on the warrant or just the appropriation in the police budget. The Chief is willing to stand up, as part of his budget discussion, and note that it includes \$1000 for a Sergeant. The Chief doesn't intend to do any work on this until he sees if the appropriation passes Town Meeting. In the event it fails he would have researched it for nothing. There was also some discussion on who would qualify to take a Sergeant's test and how long each officer has been an officer and how long they have been with Antrim.

Police Chief Brown noted that Nick Weeks has satisfactorily completed his one year probationary period as of November 17, 1999 and is eligible for a 4% increase. Chairman Seeger made a motion to take Nick Weeks off probation effective November 17, 1999 and give him a 4% wage increase retroactive back to that date. Selectman Dargie seconded. VOTE: 3-0. Chief Brown will supply the Selectmen's Office with a copy of Officer Weeks end-of-probation performance evaluation.

**7:24 – 8:35 p.m. NON-PUBLIC SESSION UNDER RSA 91-A:3, II – a TO DISCUSS A PERSONNEL MATTER**

Chairman Seeger made a motion to go into Non-Public Session under RSA 91-A:3, II –a to discuss a personnel matter with the Police Chief, at 7:24 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes. (The Town Administrator was asked to leave the proceedings) There was a discussion regarding an employee of the police department. There was no decision made in Non-Public Session.

Chairman Seeger made a motion to leave Non-Public Session and seal these minutes at 8:35 p.m. Selectman Dargie seconded. Roll Call Vote: Chairman Seeger – yes; Selectman Dargie – yes; Selectman Tenney – yes.

**ADJOURNMENT**

There being no further business to come before the Board the meeting adjourned at 8:40 p.m.

Submitted by:  Kelley A. Collins/Town Administrator  
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