



**Town of Antrim**  
Select Board Meeting Minutes  
November 28, 2022  
6:00 PM

**Board Members Present:** John Robertson, Chairman, Michael Ott, Selectman, Donna Hanson, Selectman

**Staff Present:** Town Administrator, Russell McAllister.

**Others Present:** See Attached

**Approval of Minutes**

Ms. Hanson made the motion to approve the November 14<sup>th</sup> meeting minutes. Mr. Ott seconded the motion. The vote was unanimous and so moved.

**Public Hearing – Acceptance of Unanticipated Revenue – RSA 31:95-b**

Mr. Robertson opened the public hearing under RSA 31:95-b to receive public input on the acceptance of unanticipated revenue in the amount of \$991,000 in ARPA funding via the NH Department of Environmental Services for repairs to the Gregg Lake Dam. Ms. Hanson made the motion to accept the \$991,000 in unanticipated funding. Mr. Ott seconded the motion. The floor was opened for discussion. The TA provided a brief synopsis of events explaining that Antrim was one of 10 municipally owned high risk dams. Five-million dollars is allotted to the program and a single project may be awarded up to one million in funding. To qualify a preliminary study with a plan of action to remediate any problems must be completed. Antrim previously completed this work and was therefore awarded \$991,000.

While comments were supportive of the project to repair the Gregg Lake Dam several concerns, listed below, were raised.

- What work will be done to address the deficiencies?
- What impact will heavy equipment have on the roads?
- What measures will be taken to avoid disturbing the nesting loon population?
- How will you address shore stabilization?
- Will there be a draw down to the lake and if there is how long will it be?

Ms. Hanson explained that prior to commencing the project the Board would hold a public information session and have a representative from Quantum Engineering at the meeting to provide detailed answers and description of the work to be performed. Brief discussion ensued. Mr. Robertson called the question. The Board voted unanimously to accept the \$991,000 in unanticipated funding. Mr. Ott made the motion to grant the TA signing authority for documents associated with the project. Ms. Hanson seconded the motion. The vote was unanimous and so moved. The public hearing was closed at approximately 1810.

### **Avenue A – Short Film Presentation**

Director Jacqueline Roland explained that Avenue A is a family resource center where programming for teens is offered, and she wanted to share a short video that captures teen experiences with Avenue A in their own words. After viewing the video, the Board applauded her contributions to the program as did those in attendance. Ms. Roland noted that there are 300 participating teens in the program with 50 volunteers, 20 of whom are from Antrim.

### **Library Budget**

Library Trustee Rick Wood presented the Library budget (see attached). Mr. Wood noted that Cindy Jewett was Library Director of the year in 2021. Given the rate of inflation and the dedicated staff Trustees included a 6% increase to salaries. The overall budget increase over last year is 4.9%, below the rate of inflation. Increases in electricity and fuel oil were significant drivers of the increase over last year.

### **Transfer Station Budget**

Rescheduled to the next meeting.

### **Meetings Attended**

Mr. Robertson attended a Planning Board meeting wherein the CIP was reviewed. Mr. Ott attended no meetings. Ms. Hanson attended no meetings.

### **Town Administrator Update**

#### **Entryway Flooring**

The TA reviewed the status of the flooring in the Town Office entryway explaining that the tile was coming up and creating a tripping hazard. The Board reviewed an older quote for the work and directed the TA to update the quote.

### **Abatements**

The TA explained that there were a substantial number of veterans exemptions that were not applied to the second tax billing. The Tax Collector had estimated the amount to be \$7,000 and that amount would need to be abated.

### **Other Business**

Conservation Commission member Peter Beblowski briefed the Board on a project to construct a walking trail around Campbell Pond. The work will be done by the Student Conservation Association during the summer at a cost of \$12,500 for labor and materials. Portable Toilets will be an additional cost with funding coming from Conservation.

Library Trustee Rick Wood noted that there will be festival tree in front of the Library, but lights will be strung.

### **Non Public Session RSA – 91-A :3 II (c)**

Mr. Ott made the motion to convene in non-public session under RSA 91-A:3 II (c) to discuss property tax payment arrangements. Ms. Hanson seconded the motion. The vote was unanimous and so moved. Roll call vote; Mike Ott, yes; Donna Hanson, yes; John Robertson, yes. The Board convened in non-public session at approximately 1915.

The Board convened in non-public session at 1915.

The Board re-convened into public session at 1925.

**Adjourn**

There being no further business Mr. Robertson made the motion to adjourn. Ms. Hanson seconded the motion. The vote was unanimous and so moved. The meeting adjourned approximately 1925.

Respectfully submitted,

/s/ Russell McAllister

Acct #	Account Description	Budget 2022	Proposed 2023	Narrative
01-4550-01-110	Library Salaries	128,369.00	136,071.14	Per Town Admin, town increase not provided, left to total discretion of Trustees, choose %6 increase based on COLA, Merrit including 2021 NH Library Director (Staff) of the year, long tenure where other libraries are loosing staff
01-4550-01-210	Library Grp Ins - Health	28,688.00	31,269.92	.9% per Town Admin email 10/5
01-4550-01-215	Library Grp Ins - Life	-		
01-4550-01-217	Library Dental	-		
01-4550-01-218	Library Grp Ins - Long Term Disability	-		
01-4550-01-220	Library Social Security	-		
01-4550-01-225	Library Medicare	-		
01-4550-01-230	Library ST Retirement Municipal	-		
01-4550-01-341	Library Telephone	1,950.00	4,200.00	Upgraded Phone System to match Towns. Admin suggest separate line though cost more. \$327/mth pls \$150 initial setup/training fee
01-4550-01-342	Library Software Hardware / Media	1,000.00	1,000.00	Annual Biblionix Cost
01-4550-01-410	Library Electricity	7,500.00	15,000.00	Based on Aug Expense of \$1386 x 12 for all of 2023, Per Town Admin, only guidance is rates increase temporary through winter
01-4550-01-411	Library Oil	5,100.00	9,000.00	Base on YTD usage through July (Aug # not available), 4,477, or 640/mth x 12 for all of 2023
01-4550-01-412	Library Water (new)	-	600.00	12 month usage \$548.68 per Zack of water dept 10/5
01-4550-01-430	Library Maintenance / Repairs/Cleaning	25,000.00	10,000.00	Reduction for two project completed 2022 when warrant alloc couldn't be completed in time in 2021/ also includes new \$74/mth-\$888/yr Pest Service
01-4550-01-622	Library Copier / Equipment	200.00	200.00	Cost is \$52/mth plus surcharge over 200 copies usage up to 8/mth
01-4550-01-623	Library Books / Media	500.00	700.00	
	<b>Total</b>	<b>198,307.00</b>	<b>208,041.06</b>	
	<b>Change</b>		4.91%	

Acct #	Account Description	Budget 2022	Proposed 2023	\$ Diff	% Diff
01-4550-01-110	Library Salaries	128,369.00	136,071.14	7,702.14	6.00%
01-4550-01-210	Library Grp Ins - Health	28,688.00	9,610.20	(19,077.80)	-66.50%
01-4550-01-215	Library Grp Ins - Life	-	1,000.00	1,000.00	0.00%
01-4550-01-217	Library Dental	-	1,000.00	1,000.00	0.00%
01-4550-01-218	Library Grp Ins - Long Term Disability	-	714.96	714.96	0.00%
01-4550-01-220	Library Social Security	-	8,436.41	8,436.41	0.00%
01-4550-01-225	Library Medicare	-	1,973.03	1,973.03	0.00%
01-4550-01-230	Library ST Retirement Municipal	-	8,535.32	8,535.32	0.00%
01-4550-01-341	Library Telephone	1,950.00	4,200.00	2,250.00	115.38%
01-4550-01-342	Library Software Hardware / Media	1,000.00	1,000.00	-	0.00%
01-4550-01-410	Library Electricity	7,500.00	15,000.00	7,500.00	100.00%
01-4550-01-411	Library Oil	5,100.00	9,000.00	3,900.00	76.47%
01-4150-01-412	Library Water	-	600.00	600.00	0.00%
01-4550-01-430	Library Maintenance / Repairs/Cleaning	25,000.00	10,000.00	(15,000.00)	-60.00%
01-4550-01-622	Library Copier / Equipment	200.00	200.00	-	0.00%
01-4550-01-623	Library Books / Media	500.00	700.00	200.00	40.00%
	<b>Total</b>	<b>198,307.00</b>	<b>208,041.06</b>	<b>9,734.06</b>	<b>4.91%</b>

	Wages	NHRS - 13.8%	Fica/Medi
FT Salary	61,850.15	8,535.32	4,731.54
PT Wages	74,220.99	-	5,677.91
	<b>136,071.14</b>	<b>8,535.32</b>	<b>10,409.44</b>

Health	Blended Rate - Employer	Number	Cost
Single	800.85	1	9,610.20
Dental	1,000.00	1	1,000.00
			<b>10,610.20</b>

NHRS	8,535.32
Health	9,610.20
Dental	1,000.00
Fica/Medi	10,409.44
<b>Total</b>	<b>29,554.96</b>
<b>Budget</b>	<b>208,041.06</b>
<b>Total Budget</b>	<b>237,596.03</b>

**PUBLIC ATTENDEES FOR  
BOARD OF SELECTMEN'S Meeting  
Monday, November 28, 2022**

PRINT NAME		REPRESENTING	
PLEASE PRINT			
Bob Edwards		Resident i. CIT	
Mike Edmund		<del>Resident</del>	
Dave Brantner		Residence	
Paul Blanchette			
Myra Diamond			
Jacqueline Roland		The Grapevine	
Rick Wood		LIBRARY	
Joan Gorja		Self	
Peter Biblowski		self	
Linda Morehouse		self	
Diane Chavney		self	
PLEASE PRINT			