



**Town of Antrim**  
Select Board Meeting Minutes  
May 26, 2023  
10:00 AM

**Board Members Present:** Michael Ott, Chairman, Selectman, Donna Hanson, Selectman Bob Edwards.  
**Staff Present:** Town Administrator, Russell McAllister.

**Others Present:** See Attached

**Approval of Minutes - April 10, May 8, May 15**

Ms. Hanson made the motion to approve the April 10<sup>th</sup>, May 8<sup>th</sup> & May 15<sup>th</sup> meeting minutes. Mr. Ott seconded the motion. The vote was unanimous and so moved.

**Police Department**

**Central Square (IMC) Software Purchase**

Police Chief Brian Lord briefed the Board about the long-planned purchase, which is budgeted in a capital reserve fund. The upgrade cost is \$13,187.50 with an annual maintenance cost of \$997.50. It will allow the cruiser laptops to connect to Hillsborough dispatch so they will have real-time information. Report writing will be simplified because the ability to download information recorded by dispatch associated with specific incidents is part of the system upgrade. Mr. Edwards made the motion to approve the purchase/system upgrade. Ms. Hanson seconded the motion. The vote was unanimous and so moved. Mr. Ott made the motion to grant Chief Lord signature authority to execute the agreement. Ms. Hanson seconded the motion. The vote was unanimous and so moved.

**Heat Exchanger Replacement Proposal**

Chief Lord explained the problem with the heat exchanger for the Police Department. The Board reviewed the proposal of \$12,158 and asked that the Chief solicit a few more bids in accordance with approved purchasing policy. The Chief agreed.

**Officer Pay Increase**

Ms. Hanson made the motion to approve Officer Lacombe's pay increase from \$25.17 to \$25.47 per hour. Mr. Edwards seconded the motion. The vote was unanimous and so moved.

**Highway Department**

**Milton Cat Proposal for CAT 440 purchase**

Road Agent Jim Plourde briefed the Board about the lack of availability for the originally quoted backhoe. Mr. Plourde explained that the next size up was available. The approved warrant article amount is \$180,000 and the backhoe cost is \$179,000, the Board reasoned that there was no problem with the purchase.

### **Mulhall Farm Road Site Walk Review**

The Board discussed their site walk with Mr. Edwards wanting to incorporate the engineer's report recommendations into any repairs. He advocated for chip sealing Mulhall Farm Road and Commercial Drive as part of a betterment process along with other maintenance items with an estimated cost of \$50,000 to be paid by the residents over a 7–10-year period. Other Board members disagreed with the chip sealing and noted that it was not a recommendation in the engineer's report. It was noted that the Road Agent provided cost estimates for graveling the shoulders, crack sealing, and brush clearing along the drainage swales. He also included the cost of chip sealing noting that it can be incorporated into the Town's chip sealing program. Generally, chip sealing is applied several years after crack sealing. Discussion ensued about accepting the road with the necessity of performing some maintenance as a condition of acceptance and the costs associated with that work. The discussion included comments from the those in attendance who are residents living on Mulhall Farm Road and Commercial Drive. The TA provided a synopsis of the betterment assessment process, the necessity for a public hearing, and the billing process. Ms. Hanson made the motion to approve a betterment assessment with the following costs to be paid by the owners of property on Mulhall Farm Road and Commercial Drive, those costs are.

- |                |                                    |
|----------------|------------------------------------|
| • \$1,374      | Gravel for road shoulders.         |
| • \$2,100      | Crack Sealing the two roads.       |
| • \$1,200      | Brush removal from drainage swales |
| • \$ 366       | <u>Escalator costs</u>             |
| <b>\$5,040</b> | <b>Total</b>                       |

Mr. Edwards seconded the motion. The vote was unanimous and so moved. Mr. Ott explained that the per parcel cost is \$240 ( $\$5,040/21 \text{ parcels} = \$240$ ). The \$240 per parcel cost will be spread over two tax bills of \$120 each. The public hearing for the betterment assessment is scheduled for June 19<sup>th</sup> at 6pm.

### **Fire Department – Bid on new Apparatus.**

Fire Chief Marshall Gale briefed the Board on the status of the new apparatus. The Pierce made truck was originally listed at \$329,000. After inspection and test drive Chief Gale made a bid of \$315,000 which was accepted. A 25% deposit is required. The truck will receive a thorough check-up and service prior to handover. Work is guaranteed for a year with a \$12,000 cap.

Chief Gale explained that the 1994 Freightliner should be sold because it was difficult to get enough personnel to staff the truck and having it just sit there didn't make any sense. He proposed selling it and the Board agreed. Chief Gale also noted that the 1989 GMC Engine 3 being replaced by the new apparatus was wanted by the Highway Department to clear culverts. The Board agreed.

Chief Gale announced that the new ambulance delivery was due in September. He next spoke about the issue of needing additional EMT staff and asked that Jason Power and Keith Nason, from Bennington Fire, be hired as they both had their EMT certifications. Ms. Hanson made the motion to hire both Jason Power and Keith Nason for the Antrim Rescue squad. Mr. Ott seconded the motion. The vote was unanimous and so moved.

**Meetings Attended**

Ms. Hanson attended a scholarship meeting where 20k in scholarships were awarded. Mr. Edwards attended a SAC meeting where they discussed strategic reorganization and school consolidation.

**Town Administrator Update**

The Board reviewed applications for elderly exemption and veterans' exemption (see below).

**Veterans Tax Credit – 161-060**

Mr. Edwards made the motion to approve the veterans' exemption. Ms. Hanson seconded the motion. The vote was unanimous and so moved.

**Juneteenth Holiday Observance (June 19<sup>th</sup>)**

The Board reviewed the new federal holiday and explained that the personal policy contains a provision that acknowledges all federal holidays. Ms. Hanson voted to also include Juneteenth in the list of observed holidays. Mr. Ott seconded the motion. The vote was unanimous and so moved.

**Bathroom Repair Quote**

The TA explained that a leak in the women's bathroom upstairs, above his office, has been repaired but new time will need to be installed. Of the two quotes, one is to repair the bathroom stall floor only, and not tiling the entire floor. That cost is \$750 while tiling the entire bathroom floor is \$1,926. The Board agreed that tiling the whole floor made more sense than addressing the issue piecemeal.

**Quantum Construction Consultants Proposal for Design, Permitting, Construction**

The TA reviewed the fee estimate for the Greg Lake Dam repair project with the Board. The fee for engineering services is \$309,000. The grant awards is \$986,000.

**Other Business**

The Board discussed the upcoming Community Board facilities open house scheduled for June 3<sup>rd</sup> from 11am to 3pm.

**Adjourn**

There being no further business Mr. Ott made the motion to adjourn. Mr. Edwards seconded the motion. The vote was unanimous and so moved. The meeting adjourned approximately 1147am.

Respectfully submitted,  
/s/ Russell McAllister

# Sign in

NAME

Represent

John Robertson

self

Brian Cord

Police

John Blake

Police

MATTHEW MCNULTY

SELF

Paul Joly

self

Andrew Webb

self

John Rukky

Self

Laura Azoran

Self

Chaminda Gamage

self

Bill Fluhr

Self

John Anderson

Planning Board

Jim PLOURDE

Hwy

Marshall Gale

Fire/Ambulance