

***Town of Atkinson***  
***Board of Selectmen***  
***Regular Meeting***  
***Monday, January 5, 2009***

**Call to Order**

Chairman Paul Sullivan called the Regular Selectmen's meeting to order at 7:36pm on Monday, January 5, 2009, in the Atkinson Town Hall.

**Members Present:**

Chairman Paul Sullivan

Fred Childs

Bill Friel

Steve Angelo

Chairman Sullivan called for a moment of silence and expressed his condolences to the family of Betty Ann Stewart.

**Approval of Minutes**

Approval of November 17, 2008 Minutes.

Mr. Angelo made changes to the minutes which included Page 5, paragraph 4 "this" should be "next" regarding taking down a tree. Mr. Friel noted pages running into each other.

Page 7 Chairman Sullivan stated line should read "Chairman Sullivan noted he would like to get a log book just like they do at the fire station".

Page 7 "it" should be "with".

Page 8 typo, should be "it"

Page 8 "Mr. Taurus" should state "Mr. Torris".

Page 10 "gob" should be "job".

Pg 10 Remove line "He noted he received an application for a 1099 so that can \_\_\_\_\_."

**Mr. Childs made a motion to accept the Minutes from November 17<sup>th</sup> as corrected, seconded by Mr. Friel and carried unanimously.**

Approval of November 24, 2008 Minutes.

Mr. Angelo noted Mr. Dziechowski's (Conservation Chairman) name was omitted from entire text. Mr. Childs noted on Page 1 "Chief Consentino" should read "Chief Murphy".

Mr. Angelo stated on Page 6 "Mr. Tim Stewart" should be "Mr. Ted Stewart".

Page 9 "Law Care Services" should read "Lawn Care Services"

Page 11, paragraph 2 should state "He noted the Town has received their Energy grant from Rockingham Area Planning and noted we received 56 hours of help, he thanked Michele Veasey for her help".

**Mr. Childs made a motion to accept the Minutes from November 24<sup>th</sup> as corrected, seconded by Mr. Friel and carried unanimously.**

Approval of December 1, 2008 Minutes

Page 9

"ignorance" should state "insurance".

"48.75.1" should read "\$48.75".

To look at December 1, 2008 and December 8, 2008 Minutes at next meeting.

Approval of December 22, 2008

Page 6 "Town Meeting" should state "Selectmen's Meeting".

Page 6 "checked by Budget Board" should read "and signed by Supervisor of the Checklist".

Page 7 typo should state "Petition Articles must have Certified Copy..."

**Mr. Childs made a motion to approve the Minutes from December 22<sup>nd</sup> as corrected, seconded by Mr. Friel and carried unanimously.**

## **Open Bids**

2009 Cleaning

Advertised in the Lawrence Eagle Tribune and bids were received on time.

- *Delta Cleaning Service, Plaistow, NH*

Weekly #'s - \$885

\$100 Community Center

\$100 Police Station

\$140 Town Hall

\$140 Fire Station

\$5 Highway Garage

\$80 Woodlock Park

\$160 Kimball Library

Quarterly #'s - \$680

\$120 Community Center

\$120 Police Station

\$120 Town Hall

\$120 Fire Station

\$200 Library

Certificate of Insurance Provided.

- *C & M Cleaning*

\$5,125.20 Town Hall

\$9,607.50 Kimball Library

\$4,281.60 Community Center

\$1,240. Woodlock Park

\$3,951.70 Fire Department

\$1,973.20 Police Station

\$1,040. Highway Garage

Total cost for the year is \$27,219.20.

- *Jani King, Burlington, MA*

Includes monthly, quarterly, and Highway Garage for free.

\$2,025. Community Center

\$2,450. Town Hall

\$910. Woodlock Park

\$1,995. Fire Station

\$8,520. Kimball Library

\$1,716. Police Station

Total cost \$17,850.00 per year.

- *Atkinson Cleaning Service, Raymond, NH*

Includes weekly, quarterly, annual.

\$19,675. All buildings.

\$1,600. Strip and re-finish.

\$2,100. carpet cleaning.

Monthly cleaning breakdown

\$375. Town Hall

\$720. Kimball Library

\$210. Community Center

\$210. Fire Department

\$85. Woodlock Park

\$75. Police Department

Mr. Angelo to give bids to Dave Weymouth.

### **Assessing Items**

BTLA Abatements

Disposition of abatement application at 25 Chase Island Trust

**Mr. Childs made a motion to abate the amount of \$287.04 plus interest for Lot 22-20 (25 Chase Island Road), and seconded by Mr. Friel.**

Result of BTLA.

Discussion of amount of abatement being \$293.28 plus interest subject to Mr. Angelo talking to Barbara Snicer and Rod Wood.

**Chairman Sullivan made a motion to withdraw Motion of 25 Chase Island until assessor signs, seconded by Mr. Childs.**

## **Veteran's Tax Credits for 2009**

**Mr. Childs made a motion to approve the tax credits for Map 7, Lot 155 and Map 13 Lot 96-19A \$250 each, seconded by Mr. Friel and carried unanimously.**

Chairman Sullivan signed 14-86 Rate previously approved.

## **Department Heads**

Donald Murphy (Animal Control) appeared before the Board to request an increase budget to cover six Rabies Vaccination shots. 6 people would need 3 shots each @ \$224 per vaccine for a total of \$4,032. Mr. Childs asked where on the budget this would be placed. To be added under 'Other Professional Service'. Chairman Sullivan stated the line total is now \$6,032. Add amount into budget, total budget is now \$24,124.

**Mr. Childs made a motion to finalize the budget, seconded by Mr. Friel and carried unanimously.**

Meeting to be held to discuss power outage situation. Regarding residents with pets going to the warming center Chairman Sullivan asked Mr. Murphy to come up with a plan for Atkinson for where people can go with cats and dogs if there were to be another situation. Residents were unable to bring pets to the warming center due to allergies.

## **Elderly Affairs**

Chief Phil Consentino (Director of Elderly Affairs) appeared before the Board looking to advertise for an additional driver as there is the possibility of two officers leaving. Mr. Consentino stated this will not affect the budget. He would like to advertise in two local papers and cable TV.

**Mr. Childs made the motion to allow Director of Elderly Affairs to advertise for another part time employee, seconded by Mr. Friel.**

General discussion of full time officer vs. part time and the safety of residents vs. financial impact. At this time there are 22 officers in the Department, with 5 being full time. Of the part time employees 8 are Patrol officers, the rest are support services. Chief Consentino states that according to FBI statistics, population wise the town is down 2-3 full time officers for the size of our community.

**Mr. Friel made a motion to give the Chief permission to search out a new Part Time Officer, seconded by Mr. Childs and carried unanimously.**

Chief Consentino brought up two complaints he has received with cars parked next to one another and one person accusing the other of ramming their car, then another person steps up saying they saw the incident. Chief Consentino advises if this happens to call 911 to get an officer there.

## **Old Business**

### **Ice Storm**

Mr. Angelo has an updated list and states the area has been declared disaster by President Bush as requested by Governor Lynch. Mr. Angelo has contacted the area representative from FEMA

They are still collecting data and no date set of when data needs to be sent in. The cost is in the vicinity of \$60,000. Mr. Angelo has spoken to Chief Murphy and \$12,500 is still to come in.

Chairman Sullivan requested weekly total and asked to have all information as of January 4<sup>th</sup>.

Mr. Angelo stated they are still compiling information. General discussion of generator for Town Hall that was not hooked up. Mr. Angelo handed out a memo to the Board with information regarding FEMA. Residents can check FEMA web site is [www.fema.gov](http://www.fema.gov). Mr. Angelo stated as of January 5<sup>th</sup> there have been no provisions made for personal or business losses, reimbursements are for communities. Rockingham County needed to exceed \$900,00 in damage before emergency declaration could be granted. Federal and State Government are looking for 100 homes with serious or extensive damage. Residents who feel they fit the criteria they should pass information on to Selectmen or Mr. Angelo.

Emergency Hotline number is 888-330-6764 if anyone has any questions.

FEMA is not giving out checks for food loss.

Mr. Angelo would like to thank Chief Murphy for his assistance.

Mr. Childs states some of the residents of Academy Avenue may qualify for assistance.

Chairman Sullivan thanked Mr. Angelo for his efforts and discussed setting up a meeting/workshop with Department Heads to discuss communication issues. The public may attend this meeting. The focus is to be on taking care of the residents. Chairman Sullivan to e-mail Mr. Angelo a list of people he would like at the meeting. Date for meeting is January 15<sup>th</sup> at 7pm. Location to be determined.

Chairman Sullivan thanked Patti Mangini, Chief Consentino, Lt. Baldwin, and Mike Murphy for their assistance during the storm.

## **Carryover**

### **Planning Board**

Prior to January 1<sup>st</sup> Chairman Sullivan stated he received the information needed for an amount to be carried over from a grant after meeting with Mr. Friel, Mr. Angelo, and Sue Killiam.

Schedule Energy Efficiency Workshop, Chairman Sullivan stated he would like power meeting done first.

Mr. Angelo to set up a meeting with Sumner Kalman for January 15<sup>th</sup> - 9am @ Mr. Sumner's office to discuss Engineering bonds.

## **Recreation**

Patti Mangini appeared before the board with a bid for East Road from Civil Engineering.

Ms. Mangini states they are asking for bids, they can be picked up at the Engineers office, they pay \$50 for packet and plans, upon returning plans will get \$25 back.

Ms. Mangini stated she would like to get this out by Friday.

Plan to be updated with parking lot moved back.

Approved by the state 100%.

Phases in bid package.

\$45,000, then two Warrants.

Add \$25,000 into capital reserve, then take \$40,000.

Now \$45,000 to start project.

Will have \$30,000 going in to new year.

Pre site meeting phase plan will be discussed.

Could cut ground on April 1<sup>st</sup> if bids go out on time.

Mr. Friel asks that they wait to vote on this next Monday, then to bid on Tuesday.

Packet given to Mr. Friel and Selectmen to review packet.

**Add to agenda for next week under Old Business.**

### **Review Proposed 2009 Warrant Articles**

Chairman Sullivan stated there are no zoning articles and no Town Officers yet.

Mr. Childs stated the Board had voted on starting the meeting at 10:30am on January 31<sup>st</sup>.

The budget committee meets at 9am. Frank Polito texted Mr. Friel and stated the time has varied. Polling hours 7:30am - 8pm.

**Mr. Childs made a motion to set time of annual meeting 1<sup>st</sup> session (1/31/09) starting at 10am, 2<sup>nd</sup> session of the annual meeting from 7:30am to 8pm, seconded by Mr. Friel and carried unanimously.**

### **Zoning Articles**

#### **2009-5 Multiple-Year Collective Bargaining Agreement**

Chairman Sullivan stated the Multiple-Year Collective Bargaining Agreement placed before the operating budget. Chairman Sullivan spoke with DRA regarding collective bargaining should be before operating budget, following the 10% rule and after the Zoning Articles.

#### **2009-6 Authorization for Special Meeting on Defeated Collective Bargaining Agreement**

If article is defeated per RSA's there is to be a special meeting.

### **2009-7 Operating Budget**

Mr. Friel sent Chairman Sullivan a copy of the budget and to give Mr. Childs a hard copy.

### **2009-8 Shim and Overlay Roads**

Discussion of Shim and Overlay Roads. Mr. Friel discussed breaking up articles as keeping it together it may get defeated. Less populated area may not get approved if separate.

Mr. Childs stated money out of General fund to keep tax rate down. Priority of Roads from Mr. Stewart. Mr. Stewart wanted to put articles together to get roads done. The Board requests Mr. Stewart prioritize the roads prior to making a decision.

### **2009-15 - Fire Department Capital Reserve Fund**

\$60,000 Chief Murphy asked for in his Capital Improvement Plan.

### **2009-16 - Recreation Capital Reserve Fund**

\$25,000 to add to recreation for the design, renovation, and development of recreation areas.

### **2009-17 - East Road Recreation Area**

\$40,000 to continue construction. Chairman Sullivan stated it must say raise and appropriate.

Mr. Friel requested a note to explain that the money has already been raised and previously established for this purpose. No new taxes to be raised, surplus from fund balance.

### **2009-18 - Mosquito Control Expendable Trust Fund**

\$48,000 already set up capital reserve fund. Mr. Childs stated in the past we have asked for money to bring back up to \$48,000 from what was left.

Depends when we got check and where it is applied. Money goes into General Fund.

Spent \$43,000 from capital reserve fund. Including interest and amount we have to bring number up to \$48,000. Chairman Sullivan spoke with Mike Morrison regarding amount of \$49,550 and problem with price in relation to other towns. Needs amount to be \$48,000. Issues with licenses

Mr. Angelo to call other towns before deadline to see what they are paying.

Number of \$43,000 from Barbara Snicer today, can be changed later.

### **2009-19 Cable Television Capital Reserve Fund**

To raise and appropriate \$39,000 to purchase web broadcasting and hosting equipment, allowing ACTV-20 programming to be accessed and viewed on the internet, as well as to purchase remote recording and editing equipment for off-site broadcasting and other minor equipment needs, and to authorize the withdrawal of \$39,000 from the Cable Television Capital Reserve Fund established for this purpose. No new tax dollars are needed for this article.

Dave Williams appeared before the Board.

- \$15,000 for web streaming/web hosting depending on Board and Technology Committee. \$5993 if done the cheapest way possible by upgrade current equipment and buy into hosting service for 500 view hours per month being \$2,988 that would be on-going in budget.

- \$21,000 remote broadcasting and remote taping. Tri-Castor Studio under \$10,000 plus \$2,100 for accessories. Eliminates all remote equipment but modulator. Less wear and tear on studio equipment. Cuts down on time of set up.

- \$3,000 infrastructure improvements. (Carpet/AC/exhaust fan).

Easier to get other producers and volunteers to set up. Save time editing. The more complex it is makes it harder to get volunteers. Web casting is the most requested service from residents

The Board thanked Mr. Williams for his time.

Discussed cross-training someone to set up if Mr. Williams is unable to make it to a meeting.

Mr. Williams stated there are procedures in place with current configuration and an Operations Manual for the station is in the works.

Mike Torris from the Cable Advisory Board appeared before the Board to discuss the Warrant Article for Full Time Position, to be decided upon by the Board.

Requesting \$6,000 out of the Capital Reserve Fund to hire a Part time technical assistant instead of Warrant Article for a Full time position.

Move \$39,000 up to \$45,000 and allocated money in March. Chairman Sullivan stated it will be taken under advisement.

Mr. Torris stated there is \$323,000 in Capital Reserve Fund and there are needed upgrades.

Mr. Childs stated he is against taking money out of the account.

Mr. Friel stated a separate Warrant Article is needed for \$6,000 for temporary employee but do not add another \$6,000 to the original \$39,000.

Mr.. Torris stated a lack of knowledge made Article fail in the past.

Citizen's Petition can be submitted up until January 13<sup>th</sup>.

### **2009-20 Police Generator**

Chairman Sullivan questioned if a Phase three generator is needed. The Police need heat and phone service. Put out to bid and get a firm figure.

Chairman Sullivan discussed getting a generator that floats between locations. Possibility of purchasing a small generator.

### **2009-21 American Red Cross**

Support submitted.

## **2009-22 Modify Elderly Exemption**

RSA 72:43 HC wording is prescribed language.

Mr. Childs stated all Articles should be ready by next week.

Chairman Sullivan stated that \$8,000,000 in evaluation are exempt on elderly and states the impact is not great.

## **2009-23 Accept Deer Run Extension**

Had all sign off's from last year.

3 or 4 others from Mr. Stewart are not ready.

## **2009-25 Close Sawyer Avenue Capital Reserve Fund**

Housekeeping item.

## **2009-26/27/28 Solar - Wind - Woodheating Exemption**

Mr. Friel questioned if this is an annual exemptions. RSA's changed.

## **Petition Articles**

Settled by next week. All final Articles to be sent up to DRA.

## **Old/New Business**

Mr. Childs brought up Marsha Bassi (former Budget Committee Member) and wished her the best and sends our prayers..

Chairman Sullivan attended Technology Committee Meeting. Discussed security issues including a locking cabinet for computers as a priority.. Back up server and equipment that needs to be replaced. Two quotes for server received, one was \$3,541, Chairman Sullivan unsure of other quote. Need 3<sup>rd</sup> quote from Mr. Angelo. Other items needed are filing cabinet, software licensing, assessing cards to possibly be placed in closet.

To be put on the agenda for next meeting.

## **New Business**

Non public meeting regarding note from Chief Consentino, 7pm next week.

## **Town Administrator's Report**

Mr. Angelo stated he had already discussed issues regarding FEMA and Sumner.

Residents to dispose of Christmas trees put out in trash for pick up this week.

**Mr. Childs made a motion to adjourn at 10:13pm. Seconded by Mr. Friel, and carried unanimously.**

Respectfully submitted,

Kristen J. LeBlanc

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Paul A. Sullivan, Chairman

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Fred J. Childs, Jr.

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William G. Friel