

*Town of Atkinson  
Board of Selectmen  
Regular Meeting  
Monday July 27, 2009*

**Open Meeting:**

Selectman W, Friel opened the Regular Meeting of the Atkinson Board of Selectmen on Monday, July 27, 2009, at 6:40 PM in the Atkinson Town Hall.

**Members Present:**

W. Friel  
W. Bennett

**Non-Public Session:**

**W. Friel made the motion to go into Non-Public Session under RSA 91-A:3 II. (a) to discuss personnel. Second: W. Bennett. Vote: W. Friel – yes, W. Bennett – yes.**

**Open Regular Session:**

Chairman F. Childs re-opened the Regular Meeting of the Atkinson Board of Selectmen at 7:40 PM on Monday, July 27, 2009, in the Atkinson Town Hall, and led those assembled in the Pledge of Allegiance.

**Members Present:**

F. Childs, Chairman  
W. Friel  
W. Bennett

**Others Present:**

T. Barbera, Chairman, Technology  
R. Cavalear, Town Clerk  
W. Innes, Technology Committee  
P. Mangini, Chairman, Recreation  
M. Mascola, Energy Efficiency Committee  
M. Veasey, Chairman, EEC  
D. Weymouth, Maintenance Supervisor  
N. Yoshida-Travers, Recreation Director

**Approval of Minutes:**

**W. Friel made the motion to approve the minutes of the Regular Meeting on July 13, 2009, as submitted. Second: F. Childs. Vote: 2/0/1.**

**W. Friel made the motion to approve the minutes of the Public Hearing on July 20, 2009, as submitted. Second: F. Childs. Vote: 2/0/1.**

**W. Friel made the motion to approve the minutes of the Special Meeting on July 23, 2009, as submitted. Second: F. Childs. Vote: 2/0/1.**

**Departments:**

*Energy Efficiency Committee:*

Chairman M. Veasey presented the 2007-08 Municipal Energy Use Report and Energy Action Plan (Version 1.1) to the Board. She noted that this report was developed with a grant through, and with the assistance of, the Rockingham Planning Commission. This was the first of a two-part grant to add an Energy chapter to the Town's Master Plan. The second part of the grant may be used to help make the Town's buildings more energy efficient. In addition, the Action Plan may be used as a basis for seeking additional funding for implementation of other energy efficiencies which may become available.

M. Mascola extended the appreciation of the Energy Efficiency Committee to Bookkeeper S. LeVallee and Maintenance Supervisor D. Weymouth for the collection of the data used. He suggested that it would most helpful to define fuels used by type (e.g. diesel, gasoline, propane, etc.) for each unit, which would facilitate wise energy decisions for future purchases.

W. Friel thanked the Energy Efficiency committee for the body of work, and suggested that the Board have an opportunity to digest the material presented, and more fully discuss the recommendations at a workshop dedicated just to this topic. M. Mascola asked to have department heads and the Maintenance Supervisor included in the workshop. The Selectmen agreed.

*Maintenance Department:*

D. Weymouth told the Board that the franchisee cleaning the Town buildings notified the Library Director D. Heer that they would no longer be handling the Town's cleaning as of Friday, July 24. He contacted Operations' Assistant T. Sapochetti, who said yet another franchisee would be taking over, and that the new people would be coming by on Tuesday, July 28 to walk through the buildings, with the intent to begin on Wednesday, July 29.

W. Friel asked who was cleaning now. D. Weymouth replied that he would take care of the Town Hall and help with the Library until another cleaning company was in place. W. Friel wants to get a definitive answer concerning the direction JaniKing is planning to take, and will call T. Sapochetti directly. [(781) 229-5655, or cell (781) 556-4155]

D. Weymouth also told the Board that he has taken the mold samples from the Police Station to the State laboratories and expects to have the results in about four weeks.

*Recreation Commission:*

P. Mangini and N. Yoshida-Travers came before the Selectmen to announce a new program for adults: Ballroom Dancing. This will be held Monday evenings at 6 PM, and will cost \$5.00 per person during the month of August. They said the program has been enthusiastically received, but hoped more gentlemen would participate.

In addition, on Thursday, July 30, there will be an Ice Cream Social and concert by the Timberlane Community Band Concert in front of the Town Hall at 6 PM, and that the Senior

Luncheon will be held on Tuesday, August 4 from 12 Noon until 2 PM at the Atkinson Community Center. The Atkinson Women's Civic Club and the Atkinson Garden Club will co-sponsor the luncheon, and there will be entertainment from the children in the Sun n' Fun program.

*Technology Committee:*

T. Barbera presented the report from the Technology Committee to the Board of Selectmen and had a PowerPoint presentation to summarize the main features of the report. Following the presentation, W. Bennett asked if the recommendations would be compliant with the Health Insurance Portability and Accountability Act of 1996 (HIPAA). T. Barbera replied that all privacy issues would be included but that the Town had few health insurance issues. W. Bennett then asked if the Committee had considered the computers in the Police cruisers as part of the overall assessment. T. Barbera responded that these had been observed, but , at the time, this Police program was just beginning and hadn't had ample time to develop.

T. Barbera indicated that the Library, as the newest and most secure building, would be the logical choice to house the server. F. Childs pointed out that the Library was autonomous, and solely under the direction of the Library Trustees, beyond the budget process. He added that it would be important for the Library Trustees and Director to be included in a Technology Workshop.

W. Innes pointed out that, for about \$1,500 per year, the Town could store 300 to 400 boxes of documents with Iron Mountain. The minimum account fee is \$125.00 per month and, while the physical records need never leave Iron Mountain and are therefore not at risk, the physical records can be made available in as little as 3 hours if necessary. Otherwise, the Town can always get an image on demand. W. Bennett asked if Iron Mountain would be able to properly handle many of the Town's old and fragile documents. T. Barbera said that was their business to properly handle such documents, and noted that there were grants available for document preservation, among which was the "Moose Grant". W. Bennett asked T. Barbera to pass along any information about document preservation grants to the Town Clerk. W. Innes added that the Town could budget for processing records for storage over a period of years.

W. Friel noted that a workshop should be held with the Technology Committee and the Board to set priorities before budget season begins. W. Bennett suggested next week (week of August 2), but no date was set.

*Town Clerk:*

R. Cavalear announced that, pursuant to House Bill 2, the State portion of certain fees will be changing. Effective August 1, 2009, a certified copy of a Motor Vehicle Registration will increase from \$10.00 to \$15.00. Boat registration fees will double as of August 28, 2009. Vanity plate service fee has increased from \$25.00 to \$40.00, and the State will now assess a surcharge based on a vehicle's weight in addition to the "normal" fees based on weight. The minimum surcharge is \$30.00, and will become effective August 1. The flat fee for motorcycles will go from \$15.00 to \$25.00 per year and the \$1.00 fee for the Motorcycle Rider Safety Fund will still be charged.

R. Cavalear added that Dog License Renewals are expected to be on-line in October. Going forward, she said that her office is looking at the possibility of accepting credit cards. F. Childs noted that there would be a merchant's fee, and R. Cavalear said she intended to increase fees for those who use credit or debit cards to cover the cost of this service.

She said she was also reviewing the Town Clerk's office hours to see if residents could be better served. F. Childs asked if she were considering adding to the 40 hours. R. Cavalear replied that she was not, rather looking at a redistribution of hours.

**Old Business:**

*Construction Waste Costs:*

F. Childs noted that it was costing the Town more than it was receiving in revenue for disposal of construction and demolition debris. W. Friel said that the Town was spending \$32,716.00 in disposal, labor and equipment costs, and only taking \$3,024.00 in fees. W. Friel recommended that the construction/demolition debris container be eliminated immediately, and the Board should speak with Waste Management about picking up metals and cardboard curbside. He added that there should be a savings in labor to manage only the brush dump which is being chipped at no cost to the Town, and we might cut back on the hours if only the brush dump were active. W. Friel recommended that the full construction/demolition debris container be removed immediately and another brought in just to clean up the area. W. Bennett asked if the cleanup would be done by the current attendants. W. Friel said that that is what they are supposed to be doing now.

The current alternatives for disposal would be to call East Coast Lumber or Home Depot to purchase bags for debris, which would then be picked up by the vendor, or Waste Management will pick up anything curbside for a fee. F. Childs noted that if one were doing a large project, a dumpster could be rented from a number of sources.

**W. Friel made a motion to discontinue accepting construction and demolition debris effective immediately. Second: W. Bennett. Vote: 3/0/0.**

F. Childs noted that there have been many complaints that there is no attendant, or that the attendant remains in his car, not checking stickers, permitting anyone to dump debris where they please. In addition, none of the debris permit slips have been turned in to the Selectmen's Office for two years or more. W. Bennett said he would be willing to "spot check" the activities at the Brush Dump.

*Re-numbering Assessment:*

W. Friel has given W. Bennett and F. Childs a report of the extent of the Town's numbering, but has had no feedback. W. Friel said that it was necessary for the Board to make a decision

concerning the path to pursue. The options range from doing nothing to renumbering all of the streets with non-numeric addresses.

*Blackford Drive Letter of Credit Reduction:*

W. Friel said he had spoken with Treasurer S. Coppeta and found out that it is part of her responsibilities to assure that the Letter of Credit is continued for the correct amount.

**W. Friel made the motion to instruct the Treasurer to reduce the Blackford Drive Letter of Credit by \$284,698.00 to \$111,455.00. Second: W. Bennett. Vote: 3/0/0.**

*Reverse Osmosis Water System for the Town Hall:*

W. Friel said that D. Weymouth was getting estimates for such a system.

**Open Bids:**

Chairman F. Childs open the bids for the East Road Recreation Area. The results are as follows:

<b>Company</b>	<b>Contact</b>	<b>\$</b>	
American Excavating Corp.	Alfred T. Lannan (603) 425-2256	135,352	
Britton's Landscaping & Excavation, LLC	Wayne Britton (603) 887-1700	119,250	
Busby Construction Co., Inc.	Paul D. Busby (603) 362-4650	109,500	
D & V Landscaping, LLC	Douglas Trottier (603) 267-6900	151,512	
Desmond Landscape Contractors, Inc.	Daniel J. Desmond (978) 682-1106	140,000	
Galloway Trucking, Inc.	Andy Galloway (603) 382-7982	93,740	
Management Services, Inc.	Nathan Dennis (978) 363-1500	76,998	
John J. Paonessa Company, Inc.	Sylvain Noiseux ((978) 970-0099	180,522	
Rome Construction, Inc.	Michael Rislove (603) 679-2260	180,947	
C.P. McDonough Construction Corp.	Coleman McDonough (978) 375-7001	99,900	L
Don Wheeler Construction, Inc.	Edward Ranger (603) 472-3008	121,401	W

W. Friel said he would review the submissions for completeness and make a recommendation to the Board.

**W. Friel made a motion to take the proposals under advisement.  
Second: W. Bennett. Vote: 3/0/0.**

**New Business:**

The members of the Board agreed to view a drainage problem on Spickett Valley Drive at Noon on Friday, July 31.

**W. Friel made a motion to go into Non-Public Session under RSA 91-A:3 II. (c) to discuss land acquisition, at 9:45 PM. Second: W. Bennett. Vote: F. Childs – yes, W. Friel – yes, W. Bennett – yes.**

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Fred J. Childs, Jr

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William G. Friel

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William M. Bennett