

**Town of Atkinson  
Board of Selectmen  
Monday, December 28, 2009**

**Open Meeting:**

Chairman F. Childs led those assembled in the Pledge of Allegiance and opened the Regular Session of the Town of Atkinson Board of Selectmen at 7:30 p.m.

**Members Present:**

F. Childs, Chairman  
W. Friel  
W. Bennett

**Others Present:**

P. Smith, Town Administrator

**Approval of Minutes:**

**Selectman W. Friel made a Motion to Accept the December 7, 2009 Minutes for the regular and special meeting of the Board of Selectmen as amended. Chairman F. Childs seconded the Motion and the Board voted 3/0/0 in favor.**

Chairman Childs informed Selectman Bennett that he could make the Motion even though he made the changes. **Selectman Bennett made a Motion to Accept the December 7, 2009 Minutes for the special meeting of the Board of Selectmen as amended. Selectman W. Friel seconded the Motion and the Board voted 3/0/0 in favor.**

**Selectman Bennett made a Motion to Accept the December 7, 2009 Minutes for the regular meeting of the Board of Selectmen as amended. Selectman W. Friel seconded the Motion and the Board voted 3/0/0 in favor.**

**Selectman W. Bennett made a Motion to Accept the December 14, 2009 Minutes for the regular meeting of the Board of Selectmen as amended. Selectman W. Friel seconded the Motion and the Board voted 3/0/0 in favor.**

**Selectman W. Bennett made a Motion to Accept the December 16, 2009 Minutes for the special meeting of the Board of Selectmen as amended. Selectman W. Friel seconded the Motion and the Board voted 3/0/0 in favor.**

**Selectman W. Bennett made a Motion to Accept the December 16, 2009 Minutes for the non-public meeting of the Board of Selectmen as amended. Selectman W. Friel seconded the Motion and the Board voted 3/0/0 in favor.**

**Selectman Bennett made a Motion to Accept the December 21, 2009 Minutes for the Special Meeting of the Board of Selectmen. Selectman W. Friel seconded the Motion and the Board voted 3/0/0 in favor.**

**Assessing:**

*Veterans' Tax Credit –*

**Selectman W. Friel made a Motion to Grant Veteran's Tax Credit of \$300.00 for Map/Lot 000011-000003-000037, 44 Old Coach Road. Selectman W. Bennett seconded the Motion and the Board voted 3/0/0 in favor.**

**Selectman W. Bennett made a Motion to Grant Veteran's Tax Credit of \$500.00 for Map/Lot 000014-000106-000000, 9 Devonshire Road. Selectman W. Friel seconded the Motion and the Board voted 3/0/0 in favor.**

**Selectman W. Friel made a Motion to Grant Veteran's Tax Credit of \$500.00 for Map/Lot 000018-000046-000000, 7 Newbury Drive. Selectman W. Bennett seconded the Motion and the Board voted 3/0/0 in favor.**

**Award Bids:**

*Locks for Town Hall – Mr. P. Smith, Town Administrator*

Mr. Smith requested to defer awarding the bid as he was looking into installing a new door for Town Hall. The request for bid was not publicized and there were no bids, but the cost is under \$5,000 so a public notice for request for bid was not necessary.

**Budget Items:**

*Encumbering Funds for Crack Sealing –* The Board called Mr. Stewart for a gross amount to encumber for crack sealing, the bid amount was \$1.68 per ton but it did not include a gross amount. Mr. Stewart informed the Board that the line item for crack sealing in the budget was \$5,000 and that was the amount he was requesting the Board to encumber. The Board discussed the 2010 budgeted amount of \$7,500 and decided to encumber the \$5,000 for 2009.

**Selectman W. Friel made a Motion to encumber \$5,000 for crack sealing to be carried over from the 2009 budget to the 2010 budget. Selectman W. Bennett seconded the Motion and the Board voted 3/0/0 in favor.**

*Encumbering Funds for Guard Rail Repair*

**Selectman W. Friel made a Motion to encumber \$1,350 for guard rail repair. Selectman W. Bennett seconded the Motion and the Board voted 3/0/0 in favor.**

**Correspondence:**

*Town Counsel – Case Maker: Jaffrey NH Case*

**Town Administrator's Report – Mr. P. Smith**

The following items from the Town Administrator's Report were discussed by the Board.

*Regional Selectmen's Meeting January 14, 2009 -* Representatives from the Towns of Sandown, Plaistow and Danville will be attending, Newton and Jasper will be getting back to the Town and no representatives from Kingston will be attending.

*Community Action –* there are 3 candidates for volunteers for Community Action. Senior Community Service Programs pay salary and workmen's compensation up to 20 hours per week and the Town has the option of hiring at a later date.

*Appoint Rose Cavalear as "Boat Agent" –*

**Selectman W. Bennett made a Motion to Appoint Rose Cavalear as Boat Agent. Selectman W. Friel seconded the Motion and the Board voted 3/0/0 in favor.**

*Assessor's Report -*Budget Committee Adjustments were listed in the Town Administrator's report.

*Waste Management Fuel price adjustments* - the Board is discussing changes to the contract with Waste Management

*New Candidate for Deputy Town Clerk* – Mr. Childs read the agreement for the audience.

**Selectman W. Friel made a Motion to authorize the Town Clerk to hire Bonnie Jordan, for the position of Deputy Town Clerk with starting wages of \$13.00 per hour, with three raises of \$.50 each upon completion of each phase of certification as a Town Clerk. Selectman W. Bennett seconded the Motion and the Board voted 3/0/0 in favor**

**Open Bid:**

*Printing Annual Report* - Chairman Childs opened the bids. The RFP stated 2800 copies.

1. Laurel Press stated in their response that they did not wish to bid on the current RFP but would consider an alternate proposal based on the 2008 Annual Report printed by Laurel Press.
2. Select Print Solutions, North Brookfield, MA bid \$8,727.00.
3. Brothers Bindery and Printing, LLC, Pine Road, Hudson NH bid \$9,716 or \$3.47 per book, black and white photos, T&X photos, color photos at \$160.00, \$173.50 before going to press and additional pages at \$12.45 per sheet.
4. Graphic Image, Milford, CT bid \$7,280 with additional Annual Reports in lots of 50 at \$130 per lot; Additional pages in lots of 100 double sided at \$150.00 per lot
5. Courier Printing Corporation, Yarmouth, ME stated they were interested in bidding but did not give prices.

The Board discussed the number of copies necessary and the correct number of pages for the 2010 Annual Report. It was decided that the number of pages for the 2010 Annual Report should be 80 total or 40 sheets double sided rather than 160 total pages and 80 sheets double sided as in the RFP. The Board directed the Town Administrator to contact the bidders with the changes in the RFP and request new bids. Selectman Bennett proposed that the Town Report be discussed at a future meeting in the summer. The Board also discussed an electronic version to be posted on the web site.

**Old Business**

- *Police Department Generator* – Mr. Friel has update

**New Business:**

None

**Future Agenda**

January 4, 2010– Lawn Care (fertilization) Bids due  
January 14, 2010 – Regional Selectman's Meeting in Atkinson

Mr. Childs asked if there were any more old or new business. There was none.

Chairman Childs wished a Happy New Year to All. Selectman Friel also wished a Happy New Year to All.

Selectman Bennett made a Motion to adjourn the December 28, 2009 meeting of the Town of Atkinson Board of Selectmen at 8:40 p.m. Selectman William Friel seconded the motion and the Board voted 3/0/0 to adjourn

**Respectfully Submitted by Karen Wemmelman**

---

Fred J. Childs, Jr.

---

William G. Friel

---

William M. Bennett