

**Town of Atkinson  
Board of Selectman  
Regular Meeting 7:30 pm  
Monday, May 10, 2010**

**Open Regular Meeting:**

Chairman Friel opened the Regular Meeting of the Town of Atkinson Board of Selectmen at 7:33 p.m. on Monday, May 3, 2010, in the Atkinson Town Hall, and led those assembled in the Pledge of Allegiance.

**Members Present:**

W. Friel, Chairman  
F. Childs  
W. Bennett

**Others Present:**

P. Smith, Town Administrator  
B. Innes, Recreation Committee  
D. Weymouth, Maintenance Supervisor  
R. Archambault, 20 Mill Stream Drive.

**Approval of Minutes**

Chairman Friel asked if there would be any changes to the May 3, 2010 Regular Meeting Minutes. Selectman Bennett asked to make the minutes reflect that the Regular Meeting time should actually be at 7:12 pm As the Board open into a Regular meeting and went into a Public Hearing which started at 7:15 pm and by a unanimous vote of the Board, closed the Public Hearing at 7:27 pm and the Board took a brief recess and continued the Regular meeting at 7:37 pm Correction to the "Others Present" Column A. Ferry should be A. Phair. "Committee" should be move from under "Members Present" should be under "Others Present" Column and "committee should be replaced with "Trustees." Correction to **Acceptance of the Grant** actually appears in the Public Hearing. On page 3, Veterans Tax Credit (Assessing), top line where it states "Deny active duty only" should read "Deny-Insufficient Active Duty, and "\*" note should read "Active Duty was a reservist only and an abatement requires 90 days of active duty". Under New Business; first line of the second paragraph "strike" the word **is** after the generator. On page 4 under Credit Card Option Selectman Bennett would like to "strike" everything after the word "solution". Second paragraph from the bottom end of line "accrued" should be "accumulated" and the next line, fourth word "formation" should be activities. Last paragraph on page 4, Opening Pope Field should be "Woodlock Park" and following structures insert on field on Field #3. Prior to the word "Structure" and change to "recently constructed dug-out structures". Page 5 under Appearances second line, "The Trustees submitted to the Board of Selectman their Alternate Trustees" insert after the word "Their choices for" to read "The Trustees submitted to the Board of Selectman their choices for their Alternate Trustees" On last line from the bottom "Mr. A. Ferry" should read "Mr. A. Phair" Under "Appointments all three "Appointment Motions" first line strike the "grant the" change the word "appointment to appoint" and strike the word "to" following the word appoint to read **"Selectman Bennett made the motion to appoint ....."**

This change, to be made to all three appointments.

On page 6 under Citizen of the Year, first line, says "Mr. F. Polito, he received" strike the word "he". Selectman Child had only one correction on the bottom line on page 5, to add that the "Lion's Club raised enough monies.." to read "The Recreation Committee and the Lions Club raised enough monies.."

**Selectman Bennett made the motion to accept the Regular Meeting Minutes as corrected of May 3, 2010 with the above changes. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the 5/3 Minutes**

**Public Hearing:**

Selectman Bennett would like to have the minutes reflect that the Public Hearing was part of the Regular Meeting and went into it by a vote and then the Public Hearing closed. The Board then went into a recess.

**Selectman Bennett made the motion to accept the Minutes May 3, 2010 Public Hearing as corrected. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept minutes**

**Appointments:**

\* \_\_\_\_\_ \* denotes Incumbent

Atkinson Cable Advisory Board:

1 year appointment under Franchise Agreement - No Applicant

Building Needs Committee:

6 openings for 1 year - No Applicants

I-93 Community Technical Assistance Program (C.T.A.P.)

1 Representative - Applicant: \* Edward A. Stewart\*

**Selectman Bennett made the motion to appoint Mr. Stewart to the I-93 Community Technical Assistance Program (C.T.A.P.) for a term of 1 year, which expires at the end of April, 2011. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment.**

Conflict of Interest Committee:

1 for 1 year

2 for 2 years

1 for 3 years

Selectman Bennett after reviewing all the circumstances of the situation would like to keep the committee positions un-filled until after the Spring Election 2011.

**Selectman Bennett made a motion to leave the Conflict of Interest Committee positions un-filled until Spring Elections of 2011. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the motion made by Selectmen Bennett.**

Conservation Committee:

1 for 3 years - 2 Applicants - Abigail Laurence  
\*Paul Wainwright\*

**Selectman Childs made a motion to appoint Mr. Wainwright to the Conservation Committee which has a term of 3 years, and will expire at the end of April, 2013. Selectman B. Bennett seconded the motion. Board voted unanimously 3/0/0 to accept the appointment.**

Selectman Bennett asked Mr. Smith to write a note to Ms. Laurence thanking her for her interest on the committee and if she would be interested in applying for another committee.

Highway Safety Committee:

Fire Chief, Planning Board Chairman, Police Chief, Road Agent, Town Administrator, 3  
Citizen (at-large) Representatives

3 for 1 year - 2 Applicants - \*Joshua Dugdale\*  
\*Robert Murad\*

**Selectman Bennett made a motion to appoint Mr. Dugdale to the Highway Safety Committee for a term of 1 year to expire the end of April, 2011. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment**

**Selectman Bennett made a motion to appoint Mr. Murad to the Highway Safety Committee with a term of 1 year, that expires at the end of April, 2011. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment.**

Homeland Security Director:

1 for 1 year - No applicants

Position tabled until the Board contacts the Fire Chief

Joint Loss Management Committee:

1 Selectman & 1 from each Building; must have equal management & employees for 1  
year

Selectman Bennett nominates Selectman Childs to fill the liaison position and Mr. Smith is filling the positions in accordance to set criteria. Board tabled the appointments until next meeting

**Selectman Bennett made a motion to appoint Selectman Childs to be the liaison to the Joint Loss Management Committee for a term of 1 year to expire the end of April, 2011. Chairman Friel seconded the motion. Board voted unanimously 2/0/1 with Selectman Childs abstaining from the vote to accept the appointment.**

Planning Board: 2 for 3 years, 1 Selectman - Applicants - \*Tim Dziechowski\*

**\*Sue Killam\***

Planning Board Alternate:

Up to 2 additional for 3 years - No applicants

Selectman Bennett is Ex-Officio

**Selectman Bennett made a motion to appoint Mr. Dziechowski to the Planning Board Committee for a term of 3 years to expire the end of April, 2013. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment**

**Selectman Bennett made a motion to appoint Mrs. Sue Killam to the Planning Board Committee for a term of 3 years which expires at the end of April, 2013. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment**

Public Safety Communications' Committee:

? for 1 year - Applicant - \* Bob Dahlquist\*

Loren Albright - Engineer position

Dean Killam - Engineer position

Lucia Theberge - User Community position

William Bennett - Engineer position

K. Antanasiou - user or Technology position

**Selectman Bennett made a motion to re-appoint Mr. Dahlquist to the Public Safety Communications' Committee in the Engineering position for a term of 1 year which will expire at the end of April, 2011. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment.**

**Selectman Bennett made a motion to re-appoint Mr. D.Killam the Public Safety Communications' Committee in the Engineering position for a term of 1 year which expires at the end of April, 2011. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment.**

**Selectman Bennett made a motion to re-appoint Mr. Bennett the Public Safety Communications' Committee in the Engineering position for a term of 1 year which expires at the end of April, 2011. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment.**

**Selectman Bennett made a motion to re-appoint Lucia Theberge the Public Safety Communications' Committee in the User Community position for a term of 1 year which expires at the end of April, 2011. Selectman Childs seconded the motion. Board voted unanimously 3/0/0 to accept the appointment.**

Recreation Commission:



**Deputy Clerk's Office:**

Rose Cavalear asked for an increase in hours for the Deputy Clerk from 30 to 35 hours per week. Selectman Bennett researched this and stated that currently there is money allotted in the budget and the hours were dramatically reduced from FY 2007 & 2008, the man-hours were reduced from 120 to 90 hours during those two years.

**Selectman Bennett made a motion to increase the Deputy Clerk's hours from 30 to 35 hours. Chairman Friel seconded the motion. F. Childs opposed, Motion passes 2/1/0**

Recreation Committee:

Bill Innes, Recreation Chairman - *Bid Package Phase II East Road*

Chairman Friel stated to Mr. Innes that the Board has to review the bid package. He went on to state the ad in the paper needs to be specific, as all nine pages cannot be published due to costs. The newspaper ad should include in the instructions: Bid packets are to be picked up at the Town Hall. Mr. Innes has a copy of the RFP, picture and plot plan that can be purchased for those who are interested. Chairman Friel will look at the entire package after the meeting.

*Community Center* - leak in the roof on second floor which needs to be repaired as it floods every time it rains. Dave Weymouth will be instructed look at it. These are the issues; inside is not in bad shape. Outside; gutters are bent and broken; there is a hole in the soffit, where water is coming in.

*Friends of the Recreation* - raised \$4,500 and are taking bids to buy a new stove.

Concession Stand - the committee would like to table *closing the concession stand* this year and do a Warrant Article for next year's plans.

*Rules & Regulations* -the rules & regulations which differ from the vendor agreement will require the Board and Recreation to review and agree upon the final version. Chairman Friel stated that the Board would be ready to vote on the rules and regulations next week allowing the members a chance to review them.

*Tennis Courts* - repainting is complete, the nets are up.

Maintenance –

Dave Weymouth-

*Old Equipment Removal* - updated list not complete

Board to pass on item until list is available

*Cost per item for removal* - Town can receive monies for items and it is based on weight from company based in Atkinson called Winfield Alloy. Residents can use this service as well.

*Over Head Garage Doors* - The bottom panels are falling apart and the Bottom plate is missing. There are 3 bids currently and two are the same amounts. Door was under budgeted for last year and in this year's budget there was a larger amount budgeted for the door. Chairman Friel would like Mr. Weymouth to get ten estimates from ten different Door Companies. The door is metal insulated with windows and Chairman Friel would like to have the specific "specs" on the door. Mr. Weymouth will have information for the next meeting.

**Town Administrator:**

*Assessing Contract* - Brett Purvis Associates are paid - Closed

*Collective Bargaining Training* - 5/25/2010 at NHLGC at 9 a.m. Admission is free  
Mr. Smith and Selectman Bennett to attend.

*Conflict of Interest* - All documents, with the exception the last two meetings minutes are in the Town's file room. Mr. Phil Smith is looking into COI related file cabinet keys. Mr. Smith will also attempt to retrieve the synopsis for the last two "un-approved" meetings and their minutes to hopefully be placed with the other files related to the Conflict of Interest Committee.

*Credit Card Payment Options* - Currently Waiting on Plaistow for a copy of their contract. Chairman Friel asked Mr. Smith to set up an appointment with Sean Fitzgerald the Plaistow Town Manager, to look at their Contract.

*Atkinson Youth Baseball* - Hampstead Consulting has not submitted a written report defining the problems with the structures at field #3. Mr. Smith will follow up on the subject.

*Fourth of July Holiday* - Selectman Bennett stated that the Town uses the Federal guide lines and that the holiday is to be celebrated on the Monday.

**Selectman Bennett made a motion that the Board adopt; for the Town of Atkinson; Federal Rules regarding holidays. Selectman Childs seconded the Motion. Board voted unanimously 3/0/0.**

**Old Business:**

*Conflict of Interest Issue* - Selectman Bennett states that the complainant is withdrawing his complaint. Mr. Smith will look into getting the Board members a copy of withdrawal letter.

*E-911 Ordinance & Purchasing Policy and Procedures*- data is still being collected. Board will wait until all data is collect before discussing issue.

*Spicket River Watershed Study* - Mr. Smith to follow up with Mr. Dziechowski

*Fire Station Roof Repairs* - Chairman Friel asked Mr. Smith to put item on next week's agenda as well as having Mr. Weymouth get additional bids on roof

*Citizen of the Year* - Selectman Childs just wants to remind everyone that Mr. Frank Polito was nominated by the Lion's Club and the celebration is being held Sunday May 16, 1-3 p.m. at the Atkinson Community Center.

**New Business:**

*SAU - Timberlane School District* - The school impact fees that were collected from new developers that are set in a fund for the sole purpose was agreed upon the amount of \$25,000, is the amount that would go to the school. There is a time line for using the fees for said purposes, that time is six years. There was \$45,000 in fund and the remainder will be left to balance the account.

**Selectman Bennett made the motion to authorize the Treasurer to write a check in the amount of \$25,000 from the impact fees to the Timberlane Regional School District. Chairman Friel seconded the motion. Board voted unanimously 3/0/0**

*New Lot Number* - Lot is located on Maple Street Map 18 Lot 71 that needs an address. This will have to follow the guide lines under the E-911. Maple Avenue as a whole will need to be re-numbered. Chairman Friel asked Selectman Bennett to review guide lines. The Board tabled this item until next meeting.

*Resident Request for Tree Removal* - there are trees down on Lakeside Drive and they are in the right-of-way. Town Administrator to have the Road Agent look into this address and produce an RFP asking for bids for a Bucket Truck that services Tree Removal.

*Road Agent* - Chairman Friel asked to have Mr. Stewart follow up on drainage issues for next week's report

**Announcements:**

Selectman Bennett would like to invite the Public to attend a presentation on Mayan Civilization at the Kimball Library presented by Kay Galloway on May 11, 2010 at 6:30pm.

**Future Agenda:**

6/20 Area Selectman' Meeting - Newton Town Hall 7 pm

*Resident Complaint* - Mr. Robert Archambault of 20 Mill Stream Drive. Mill Stream Drive has washed away and Mr. Archambault would like to know when it will be fixed and cleaned up. Mr. Stewart to follow up with Mr. Archambault

**Adjournment:**

Selectman Bennett made Motion to adjourn at 8:52:50 p.m. Selectman Childs seconded the Motion and the Board voted unanimously to adjourn.

Respectfully submitted by Patricia Power

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William G. Friel, Chairman

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William M. Bennett

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Fred J. Childs, Jr.