

*Town of Atkinson
Board of Selectmen
Meeting Minutes
October 4, 2010*

W. Friel opened the regular meeting of September 27, 2010 at 7:45pm in the Atkinson Town Hall and led all present in the Pledge of Allegiance.

Members Present:

W. Friel, Chairman
W. Bennett

Others Present:

P. Smith, Town Administrator
C. Grant, 19 Crown Hill Road
S. Killam, Chairman, Planning Board

Appearances:

Carol Grant: Scenic By-Ways

The town of Atkinson has submitted an application to declare Main Street as a New Hampshire scenic and cultural by-way. The Department of Transportation has recently kicked back the application requesting Atkinson to put together a local by-way committee to advise on historical sites along the road, set goals, and create an action plan for achieving goals. The committee has already been formed however; in order to put together a formal committee; each member will need to fill out an application, be appointed by the Selectmen and sworn in by the Town Clerk. The DOT also requested abutting towns sharing Main Street (Hampstead and Chester) to join together in creating one long byway of cultural beauty. Ms. Grant has confirmed both towns are on board with this process. Ms. Grant asked the Board of Selectmen to write a recommendation letter to the Department of Transportation to support the application. Mr. Bennett will draft the letter.

Department Heads:

Sue Killam, Planning and Zoning Board

Ms. Killam presented a 2011 budget worksheet. Please see attached.

Town Administrator's Report

See attached

W. Bennett made a motion to approve subscribing to a policy from Principal Life Insurance Company for our death and dismemberment insurance at the rate of \$149.74 per month for an annual premium not to exceed \$1,796.88. Second: W. Friel. Vote: 2/0/.

Old Business

Fairpoint – New Telephone Pole

Mr. Smith will verify if there is any tax implication involved.

Future Agenda

- 10/12/10 – Budget Committee Workshop with BOS-Rates 7PM
- 10/13/10 – Atkinson Zoning Board of Adjustment, Atkinson Town Hall, 7:30PM
- 10/18/10 – Budgets: Police, E.A., Cable, Fire, EMS
- 10/25/10 – Budgets: Library, Building Maint, Elections, Town Clerk, Build Insp.
- 10/30/10 – Household Hazardous Waste Day, Hampstead, NH
- 10/31/10 – Trick or Treat 6PM to 8PM

11/1/10 – Budgets: T.A., Recreation, Community Center, Cemetery, Tax Collector
11/2/10 – Budget Committee Meeting 7PM
12/7/10 – LGC Collective Bargaining Training Concord

**W. Friel made a motion to adjourn the regular meeting on October 4, 2010 at 8:58pm.
Second: W. Bennett. Vote: 2/0/0.**

Respectfully Submitted,
Amanda Williams

William Friel, Chairman

William Bennett

Fred Childs

Town Administrator's Report

- 1 **NHLGC Insurance:** Total savings: \$28,450

	Primex 2010 Current	LGC 2011 Proposed	Difference	Percent
Liability	70,478	54,336	16,142	23%
W/C	40,016	29,469	10,547	26%
Unemp.	7,397	5,636	1,761	24%

- 2 **Reminder:** Collective Bargaining training now December 7th 2 NHLGC 0900-1600 hours

- 3 **BayRing; Comcast:** Met with Selectmen Bennett this past week

- 4 **Hardwood Floors at Community Center:** (\$2,304) Dave W, scheduled floors 12/23 12/29 (12/25 & 26 off). The floors will be ready for use on Monday, January 3, 2011.

- 5 **East Road Sprinklers:** Bids coming in

- 6 **East Road Electrical:** Bidding done

- 7 **Budget Presentation Schedule to BOS:**

10/4 Highway, Planning & Zoning

10/18 PD, EA, Cable, FD, EMS

10/25 Lib, Bld, Elections, TC, Maintenance

11/1 TA, Rec, AC, Cemetery, Tax

- 1 Cable TV Policy Revision Approval
- 2 Snug Harbour/Coles Way Renaming of driveway
- 3 Sprinklers/Electrical East Road
- 4 Clarification Kimball House Bids

Action Items:

- 1 LGC: Liability, WC and Unemployment. Sign off
- 2 Obtained drawing of the Dyke Auditorium copies on desk.
- 3 Create a table comparing existing phone system with new proposed phone system. Pending
- 4 Next budget committee meeting is 10/12/10
- 5 Bond Meeting 10/6/10 @ 10am at TH

Department Reports

Police Department: Article 25 re-instatement?

Cable TV-20: Requesting direct deposits of pay-check. Year-round employee – Mr. Bennett and Mr. Friel approved this request.

Planning and Zoning Budget Worksheets for 2011

Town of Atkinson 2011 Budget Worksheet						
		2007	2008	2009	2010	
Account No.	Description	Expended	Expended	Expended	Budget	Exp 6/30
	<i>Planning & Zoning</i>					
	<i>Zoning Appeals</i>					
41913.110.00	Recording Clerk/Stenographer	1,650	1,500	1,350	1,500	1,025
41913.220.00	Fica	102	93	84	93	64
41913.225.00	Medicare	24	22	20	22	15
41913.620.00	Office Supplies	381	310	646	400	8
41913.625.00	Postage	1,082	751	713	1,000	313
41913.740.00	New Equipment/Maintenance	0	0	0	100	0
41913.850.00	Education/Conferences	88	125	99	200	0
41913.860.00	Public Notices	1,657	1,005	1,177	1,400	622
Account Total: Zoning		4,983	3,806	4,088	4,715	2,046

Town of Atkinson 2011 Budget Worksheet						
		2007	2008	2009	2010	
Account No.	Description	Expended	Expended	Expended	Budget	Exp 6/30
	<i>Planning & Zoning</i>					
	<i>Planning & Development Control</i>					
41911.110.00	Recording Clerk	1,344	1,071	1,858	4,000	1,257
41911.220.00	Fica	83	0	0	248	0
41911.225.00	Medicare	19	0	0	58	0
41911.341.00	Telephone	1,236	1,214	1,235	1,400	606
41911.390.00	Other Professional Services	9,000	12,250	7,000	9,000	0
41911.550.00	Printing & Binding	1,050	501	1,106	2,000	0
41911.620.00	Office Supplies	291	215	331	300	204
41911.625.00	Postage	946	1,001	700	1,000	267
41911.690.00	Miscellaneous	0	0	0	1	0
41911.740.00	New Equipment/Maintenance	0	0	0	1	0
41911.820.00	Mileage	63	138	103	200	0
41911.835.00	Recording of Plans	158	302	182	300	78
41911.850.00	Education/Conferences	212	172	142	400	0
41911.860.00	Public Notices	2,013	1,250	951	2,000	476
Account Total: Planning		16,417	18,114	13,608	20,908	2,888