

*Town of Atkinson
Board of Selectmen
Meeting Minutes
January 3, 2011*

W. Friel opened the Public Hearing of January 3, 2011 at 7:25pm in the Atkinson Town Hall and led all present in the Pledge of Allegiance.

Members Present:

W. Friel, Chairman
W. Bennett
F. Childs

Others Present:

Atkinson Residents

Discussion occurred around the designation of the following as “Emergency Lanes” for the purpose of snow removal during the 2010/2011 winter season:

- Ashford Lane
- Boulder Cove Road Extension
- Brittany Lane
- Brushwood Drive
- Chase Island Road
- High Hill Road
- Rocky Point Lane
- Winslow Drive
- Lippold Drive

W. Friel made a motion to close the Public Hearing of January 3, 2011 at 7:28pm. Second: F. Childs. Vote: 3/0/0

W. Friel opened the regular meeting of January 3, 2011 at 7:30pm in the Atkinson Town Hall.

Members Present:

W. Friel, Chairman
W. Bennett
F. Childs

Others Present:

P. Smith, Town Administrator
P. Consentino, Chief, Atkinson Police Department
W. Baldwin, Lieutenant, Atkinson Police Department
T. Stewart, Road Agent
T. Barbera, Chair, Technology Committee
D. Weymouth, Maintenance

W. Friel made a motion to designate the following roads as emergency lanes as discussed in the Public Hearing of January 3, 2011 at 7:28pm.

- Ashford Lane
- Boulder Cove Road Extension
- Brittany Lane
- Brushwood Drive
- Chase Island Road
- High Hill Road
- Rocky Point Lane

- Winslow Drive
- Lippold Drive

Second: F. Childs. Vote: 3/0/0

Approval of Minutes:

Regular Meeting Minutes – November 22, 2010

W. Bennett made a motion to approve minutes from Regular Meeting November 22, 2010 as corrected. Second: F. Childs. Vote: 3/0/0.

Regular Meeting Minutes – November 29, 2010

W. Bennett made a motion to approve minutes from Regular Meeting November 29, 2010 as submitted. Second: F. Childs. Vote: 3/0/0.

Regular Meeting Minutes – December 6, 2010

W. Bennett made a motion to approve minutes from Regular Meeting December 6, 2010 as corrected. Second: F. Childs. Vote: 3/0/0.

Regular Meeting Minutes – December 13, 2010

W. Bennett made a motion to approve minutes from Regular Meeting December 13, 2010 as corrected. Second: F. Childs. Vote: 3/0/0.

Non-Public Meeting Minutes – December 13, 2010(1)

W. Bennett made a motion to approve minutes from Non-Public Meeting December 13, 2010(1) as submitted. Second: F. Childs. Vote: 3/0/0.

Non-Public Meeting Minutes – December 13, 2010(2)

W. Bennett made a motion to approve minutes from Non-Public Meeting December 13, 2010(2) as submitted. Second: F. Childs. Vote: 3/0/0.

Non-Public Meeting Minutes – December 20, 2010

W. Bennett made a motion to approve minutes from Non-Public Meeting December 20, 2010 as submitted. Second: F. Childs. Vote: 3/0/0.

Regular Meeting Minutes – December 20, 2010

W. Bennett made a motion to approve minutes from Regular Meeting December 20, 2010 as corrected. Second: F. Childs. Vote: 3/0/0.

Appearances:

Police Chief, Phil Consentino and Lieutenant, William Baldwin

Replacement Police Cruiser

Chief Consentino presented an explanation on the recent warrant article submitted for replacement of a police cruiser. The Chief explained the warrant article was submitted to purchase a new 2011 Ford Crown Victoria cruiser which will replace the day-time cruiser. The day-time cruiser will be moved to the midnight shift and the midnight car will be moved to the detail car. The detail car will be sold. The Chief went on to explain he would like to take the funds currently in the special outside detail line (approx. \$24,000) to purchase a 2011 Ford Explorer, trading in the Dodge and Mercury toward the purchase.

Police Department Capital Reserve Fund

The Chief explained a warrant article has been submitted for the town to vote to raise and appropriate \$30,000 to create an Atkinson Police Department capital reserve fund for the acquisition of police department equipment and vehicles.

Communications Committee

Lt. Baldwin expressed concern to the Selectmen regarding the current communications system and the need to upgrade for safety reasons. The Board explained all avenues for conventional solutions have been exhausted and no change can be made at this time. The committee is still looking into vehicle repeaters in the hope that newer technology may make that approach practical.

Ted Stewart, Road Agent

Bid Packages

Mr. Stewart made a recommendation to accept Urban Tree Services for 2011 tree removal.

F. Childs made a motion to accept Urban Tree Service at \$906.00 per day at \$120.00 per hour with a 4-hour minimum and to spend up to \$8,000. Second: W. Bennett. Vote: 3/0/0.

Mr. Stewart made a recommendation to accept N.H. Blacktop Sealers, Inc. for 2011 crack sealing.

W. Bennett made a motion to authorize Mr. Stewart to engage the services of N.H. Blacktop Sealers, Inc. at a rate of \$1.46 per lb/2,400 lbs/pallet \$3,500/pallet and up to \$10,000. Second: F. Childs. Vote: 3/0/0.

Mr. Stewart made a recommendation to accept Greener Group, LLC for the 2011 Care of Grounds.

F. Childs made a motion to award the Care of Grounds contract to Greener Group, LLC for a sum of \$22,600. Second: W. Bennett. Vote: 3/0/0.

The Board also approved Mr. Stewart to put two more items out for bid (catch basin and brush removal) – no vote necessary

Budget Lines

Mr. Stewart explained he would like the following budget lines to be increased to cover 2011 needs:

- Other Professional Services budget line (43234.390.00) to be increased by \$10,000 for a total of \$22,000
- Custodial budget line (43234.120.00) to increase to \$7,500 based on money spent last year and what is anticipated for this year
- Care of Grounds – other professional services budget line (45202.390.00) to be increased by \$6,000 for a total of \$17,500

Mr. Smith will send an email to the Budget Committee regarding these budget changes.

Warrant Articles

Mr. Stewart put in a request to the Selectmen to combine warrant articles Merrill Drive #1 and #2 for a total of \$109,000. Mr. Stewart listed his order of preference as follows:

1. Hovey Meadow
2. Merrill
3. Hoyt

Woodlock Irrigation needs widow/orphan protection

Mr. Stewart explained Little League has received estimates to irrigate all 4 fields, but Mr. Stewart would like to confirm there is enough water in the well for this job. Selectmen approved Mr. Stewart to put this job out for bid.

Raises

Mr. Stewart requested the Selectmen to increase his salary by paying him 35 hours per week rather than 30. Mr. Stewart claims he is working well over 35 hours per week due to an increase in responsibilities and would like to be compensated. Discussion occurred around the possibility of Mr. Stewart becoming a fulltime employee. Mr. Stewart's current hourly rate is 21.50 per hour. The Board will take Mr. Stewart's request under consideration.

Todd Barbera, Chair, Technology Committee

Mr. Barbera approached the Selectmen to answer questions regarding the warrant article submitted to re-purpose the cable capital reserve. All agreed to leave the warrant article up to the voters.

Maintenance, Dave Weymouth

Mr. Weymouth presented 2011 warrant articles submitted along with explanation.

Proposed 2011 Warrant Articles:

Warrant Articles	Accepted/Rejected	Amount/Vote
Community Center Repairs	Accepted: WMB = Yes FJC = Yes WGF = Abstain	\$10,000/Vote: 3/0
Fire Station	Accepted: WMB = Yes FJC = Yes WGF = Abstain	\$46,080/Vote: 3/0
Police Station	Accepted: WMB = Yes FJC = Yes WGF = Abstain	\$2,500.00/Vote: 3/0
Town Hall Fire Protection	Accepted: WMB = Yes FJC = Yes WGF = Abstain	\$60,000/Vote: 3/0
Town Hall Heating System	Rejected: WMB = No FJC = No WGF = No	
Building Maintenance Capital Reserve	Rejected: WMB = No FJC = No WGF = No	
Replace Town Hall Rear Sidewalks	Accepted WMB = Yes FJC = Yes WGF = Abstain	\$12,000/Vote: 3/0
Woodlock Park Irrigation	Accepted: WMB = No FJC = Yes WGF = Yes	\$2,500/Vote: 2/1

Woodlock Park Captial Reserve	Accepted: WMB = Yes FJC = Yes WGF = No	\$5,000/Vote: 3/0
Conservation	Accepted: WMB = Yes FJC = Yes WGF = Abstain	No Vote Necessary
Fire Department Command/Rescue Unite	Accepted: WMB = Yes FJC = Yes WGF = Abstain	\$40,000/Vote = 3/0
Fire Department Capital Reserve	Accepted: WMB = Yes FJC = Yes WGF = Abstain	\$60,000/Vote = 3/0
Hovey Meadow Road	Accepted: WMB = Yes FJC = Yes WGF = Yes	\$132,100/Vote = 3/0
Hoyt Circle	Accepted: WMB = Yes FJC = Yes WGF = Yes	\$12,300/Vote = 3/0
Merrill Drive #1 and #2	Accepted: WMB = Yes FJC = Yes WGF = Yes	\$109,000/Vote = 3/0
Winter Expendable Trust Fund	Accepted: WMB = Yes FJC = Yes WGF = Abstain	\$15,000/Vote: 3/0
Discontinue Library Capital Reserve	Accepted: WMB = Yes FJC = Yes WGF = Yes	\$50,063.35/Vote: 3/0

Offset Library Bond Payment	Rejected: WMB = No FJC = Yes WGF = No	
Library Generator	Accepted: WMB = Yes FJC = No WGF = Yes	\$50,000/Vote: 3/0
Televised Library Trustee's Meeting	Accepted: WMB = Yes FJC = Yes WGF = Yes	\$1,000/Vote: 3/0
Mosquito Control Expendable Trust Fund	Accepted: WMB = Yes FJC = Yes WGF = Yes	\$46,470/Vote: 3/0
Collective Bargaining Agreement	Accepted:	No Vote Necessary
Police Cruiser	Accepted: WMB = Yes FJC = Yes WGF = Yes	\$23,500/Vote: 3/0
Police Capital Reserve	Pending Chief Consentino to get a 2011 capital improvement program to the board	
Ashford Drive	Accepted WMB = Yes FJC = Yes WGF = Abstain	
Brittany Lane	Accepted: WMB = Yes FJC = Yes WGF = Abstain	
Blackford Drive	Accepted: WMB = Yes FJC = Yes WGF = Abstain	

Road Acceptance	Accepted: WMB = Yes FJC = Yes WGF = Yes	
Re-purpose Cable Capital Reserve	Will Review next week	
Clerical Position	Rejected: WMB = Yes FJC = No WGF = No	
Town Hall Generator	Accepted: WMB = Yes FJC = Yes WGF = Abstain	\$35,000/Vote: 3/0

Town Administrator's Report:

Mr. Smith, Town Administrator

Please see attached.

Future Agenda:

1/4/11 – 7:30pm Planning Board Public Hearing on Zoning Amendments

1/5/11 – Atkinson E-911 Commission Meeting Town Hall, 3PM

1/11/11 – Public Hearing/Proposed Budget and Bond Issues School District

1/12/11 – Department Head Meeting 3PM Town Hall

1/19/11 – AYBB/BOS/Recreation Meeting 6PM Town Hall

2/5/11 – Deliberative Session Dyke Auditorium 10am

2/10/11 – Deliberative Session I Performing Arts Center 7PM (Snow Date: 2/11/11)

3/8/11 – District Voting Session II (Registration at the Atkinson Community Center) 7am – 8pm (tentative)

W. Bennett made a motion to enter a non-public meeting under RSA 91 A: 3 11 (a & e) on January 3, 2011 at 9:29pm. Second: F. Childs. W. Friel, yes, W. Bennett, yes, F. Childs, yes Roll Call Vote: 3/0/0

Respectfully Submitted,

Amanda Williams

William Friel, Chairman

William Bennett

Fred Childs

Town Administrator's Report

- **Department Head Meeting** – January 12, 3pm – Town Hall
- **Rockingham Community Action:** The loan employee ends 12/31/10 (Ethel Grover) has been extended for three months till March.
- **Hardwood Floors at Community Center:** Floor completed, look great, contractor paid.
- **Budget Presentation Schedule to Budget Committee:** January 11 – final budget review, set revenue, set Revenue, Review Warrants, MS-7; January 13 Vote Warrant Recommendations, January 18 Public Hearing, Re-Vote Recommendations for changed warrants.
- **Kimball House:** Painting estimate pending (A. Mason) 30k Jeff areas, the owner of Odds & Ends Painting Services in Hampstead who did the Hampstead Meeting House just prior to our meeting. He looked over the house and gave me an estimate (in writing) that was &7,975.00.
- **Police Department Chimney repair:** \$2,500 on hold
- **Street Renumbering/Renaming: Safety Commission:** Town Administrator, a member of the Board of Selectmen, the Emergency Management Director, Fire Chief, Police Chief, EMS Chief, Code Enforcement Officer and the Road Agent, Meeting 1/5.
- **CDBG:** Adoption needs (2) being reviewed by Finance and Treasurer
- **CDBG (Community Development Block Grant)**
- About the Program – The CDBG program works to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses. CDBG is an important tool for helping local governments tackle serious challenges facing their communities. The CDBG program has made a difference in the lives of millions of people and their communities across the nation.
- The annual CDBG appropriation is allocated between states and local jurisdictions called “non-entitlement” and entitlement” communities respectively. Entitlement communities are comprised of central cities of Metropolitan Statistical Areas (MSAs); metropolitan cities with populations of at least 50,000; and qualified urban counties with a population of 200,000 or more.