

*Town of Atkinson  
Board of Selectmen  
Meeting Minutes  
March 14, 2011*

**W. Bennett returned to the Regular Meeting of Monday, March 14, 2011 at 7:59 pm in the Atkinson Town Hall and led all present in the Pledge of Allegiance.**

**Members Present:**

W. Bennett, Chairman  
W. Friel  
F. Childs

**Others Present:**

P. Smith, Town Administrator  
Rod Wood, CNHA, CMA, R.B. Wood & Associates, LLC  
Keith Gagnon, NH Department of Revenue  
Barbara Snicer, Assessing Clerk

**Appearances:**

*DRA/Rod Wood, Assessing Contract*

Mr. Wood, Mr. Gagnon, and Ms. Snicer appeared before the Board of Selectmen to review and discuss the Assessing Services agreement and process which has and will occur in the Town of Atkinson during the period of January 1, 2011 through December 31, 2016. Mr. Wood went on to explain the specifications of the Annual Assessing Services contract. Discussion occurred around property value and its relationship between taxes. The group went on to discuss the process involved in updating property record cards and stated residents are welcome to view tax card information on the town website. Mr. Wood also explained he will be available (2) days per week in the town hall to provide consultation to residents.

**Town Administrator's Report:**

See Attached.

**Old Business:**

*As-built contract proposal*

**W. Friel made a motion to approve the as-built contract in the amount of \$4,020.00. Second: F. Childs. Vote: 3/0/0.**

**New Business:**

*BOS Member Assignments/Committee Assignments for 2011*

Mr. Bennett announced he will be serving as Chair of the Board of Selectmen for a term of one year. Mr. Bennett went on to review committee assignments for 2011.

*Road Acceptances*

**Ashford Drive:**

**W. Friel made a motion that having been authorized to accept roads, (Article 2011-31), the name ought to have been Ashford Lane and to authorize the Treasurer to release the accumulated interest in the BankNorth passbook (just over \$9) to the Town, and close the account. Second: F. Childs. Vote: 3/0/0.**

**Blackford Drive:**

W. Friel made a motion to authorize the Treasurer to release the Irrevocable Standby Letter of Credit in the amount of \$69,207.15 and to authorize the Treasurer to release the surety for winter maintenance in the amount of \$2,000 and to close the account. Second: F. Childs. Vote: 3/0/0.

**Brittany Lane:**

W. Friel made a motion to authorize the Treasurer to release the balance of the Performance Bond in the amount of \$22,939. Second: F. Childs. Vote: 3/0/0.

**Announcements:**

*Office of the Press Secretary*

Mr. Childs announced a memo has been received from the President of the United States, dated February 28, 2011 regarding the death of Army Corporal Frank W. Buckles, the last surviving American Veteran of World War I. As ordered in the memo, Mr. Childs explained the flag of the United States shall be flown at half-staff throughout the United States on Tuesday, March 15, 2011 in honor of the interment of Corporal Buckles. All flags shall be flown at half-staff until sunset on the 15<sup>th</sup>.

*Ride-Along-Program*

F. Childs made a motion to approve the ride-along program as presented by Chief Consentino. Second: W. Friel. Vote: 3/0/0.

**Future Agenda:**

3/21/11 – Public Hearing Library Donations

3/22/11 – Atkinson Department Head Meeting (NHLGC/TRIM) Town Hall 2:30pm

W. Bennett made a motion to adjourn the regular meeting on March 14, 2011 at 8:36pm. Second: W. Friel. Vote: 3/0/0.

Respectfully Submitted,  
Amanda Williams

\_\_\_\_\_  
William Bennett, Chairman

\_\_\_\_\_  
William Friel

\_\_\_\_\_  
Fred Childs

## Town Administrator's Report

- **Total Risk Management (TRiM)** program several years ago. It offers LGC member groups the opportunity to earn a contribution credit for completing risk management activities aimed at reducing future claims potential. Developed with member input, the TRiM program places an important emphasis on risk and health management through training requirements related to LGC's HealthTrust, Property-Liability Trust and Workers' Compensation lines of coverage. "Our tea of Member Relations representatives is happy to meet with interest groups to provide additional TRiM information upon request."
- **(Pending) CDBG: Adoption needs (2) Being Reviewed by Treasurer**
- **Bayring as of 3/11/11, echo is removed, and caller ID corrected, need to either add IP addresses or reduce the restrictiveness of the IT providers fire wall.**
- **Waste Management. Deadline to notify is 90 days before contract expiration (12/31/11). Deadline to cancel: 9/30/11. Waste Management currently has a fuel cost adjustment clause as well as a annual 3.5% increase in general terms and services.**
- **Resignation of Robert Waldron from the Zoning Board of Appeals effective 3/28/11.**

### Atkinson Recreation:

- Town Wide Clean up Week: Saturday, April 16<sup>th</sup> to Friday, April 22<sup>nd</sup>. If your league would like to participate cleaning for fields, please let me know. We are providing free T-shirts, garbage bags and gloves.
- Easter Egg Hunt: Saturday, April 23<sup>rd</sup>. Using Woodlock Park – 2 Tennis courts, both soccer fields, Baseball Field 2. Playground and pavilion. From 9am – 12:00pm. Please do not schedule any activities, practice or field maintenance during that time. Atkinson children up to 10 years old. We usually have about 300+ people show up for this event.
- Fishing Derby: Saturday, May 7<sup>th</sup> at Community Center Pond registration starts at 7:30am, Derby starts at 8:00am and end 11:00am. Atkinson children up to 12 years olds – there are not conflict of field usage, but I believe BB opening is the same day. If the opening day ceremony is later in the morning, some children would be able to attend both. Just a suggestion.
- Also 2 school field days are scheduled in June for the entire park. Both are during the school hours: Merrimack Valley Montessori school – June 8<sup>th</sup>, Atkinson Academy – June 17<sup>th</sup>
- Receptions monthly meeting was held on Wednesday, March 2<sup>nd</sup>, 2011. Noriko attended LGC's workshop "Grant Writing: Best Practices in Effective Municipal/Nonprofit Collaboration" on Thursday, March 3<sup>rd</sup>

### Police Department felony cases under investigation.

1. Felonious Sexual Assault
2. Check Fraud: We are investigating a bad check in the amount of \$500.00 which is owed to a local oil company

3. Forgery, Theft by unauthorized taking  
Employee theft from a local company.
4. Fraud, Forgery:  
Local company suspects an employee of making charges to business accounts for personal purchases.

Chief