

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

W. Friel opened the Regular Meeting of Monday, November 14, 2011 at 7:36pm in the Atkinson Town Hall, and the Pack 95 Webelos led all present in the Pledge of Allegiance.

Members Present:

W. Friel, Chairman
C. Schuster

Others Present:

T. Barbera, Chair, IT Committee
D. DeSimone, Tax Collector
T. Dziechowski, Chair, Conservation Committee
B. Snicer, Administrative Assistant
Webelos – Pack 95 (4th graders)

Boy Scouts:

Webelos – Pack 95

Mr. Schuster introduced the 4th grade Webelos, Pack 95. Each boy stated his name and address. Mr. Friel thanked the den and troop leaders for their service.

Approval of Minutes:

F. Childs made a motion to approve the minutes of Regular Meeting November 7, 2011 as submitted. Second: C. Schuster. 3/0/0.

Assessing:

Veterans Tax Credit

F. Childs made a motion to approve a Veteran's Tax Credit on Map 7, Lot 125; 31 Walker Road in the amount of \$500. Second: C. Schuster. 3/0/0.

Budgets:

Tax Collector – Debbie DeSimone

Ms. DeSimone presented the 2012 Tax Collector Budget and the following comments were made:

- 41504.110.00 Level funded. Raises will not be discussed as of yet.
- 41504.341.00 Level funded. Used \$580 so far. Ms. DeSimone explained the reason for a high phone bill is because she makes many calls all over the country for business purposes.
- 41504.625.00 Level funded. Increased last year because Ms. DeSimone was told there would be a postage increase that never happened. Left the same due to the tax bills going out soon.
- 41504.740.00 Increased from \$200 to \$5,000 to purchase a folding machine. Ms. DeSimone explained a leased machine would cost \$150.00 per month or \$1,800 per year including maintenance. The job takes 3 people at 40 hours each to get the tax bills done. Outsourcing would cost between \$320 to \$430 per year depending on the vendor. The Board brought professional services up from \$1,000 to \$1,400 and then took new equipment back from \$5,000 to \$200 which would allow Ms. DeSimone to outsource the tax bills and decrease the overall budget.

F. Childs made a motion to accept the 2012 Tax Collector Budget as final in the amount of \$39,585. Second: C. Schuster. 3/0/0.

The Board of Selectmen also gave Ms. DeSimone the authority to choose the vendor to outsource the tax bills to. Ms. DeSimone announced she will be using Loral Press, Inc. from Atkinson, NH in the amount of \$430 per year covering both tax bills.

Conservation – Tim Dziechowski

Mr. Dziechowski presented the 2012 Conservation Budget and the following comments were made:

- 46111.110.00 Dropped from \$1,895 to \$1.00 due to not using a paid recording clerk to do the minutes this year.
- 46111.390.00 Decreased 16.81% due to not spending total amount last year.
- 46111.550.00 Decreased 47.37% due to not spending total amount last year.
- 46111.560.00 Increased 14.29% due to commission memberships
- 46111.650.00 Increased 20% due to having to pay for field mowing and having more trees downs. So far residents have used the fallen trees for fire wood but that could change.
- 46111.840.00 Decreased 47.37% due to not spending total amount last year. This line is used for raw materials for scout programs.
- 46111.850.00 Up 5.26% due to sending member to a GIS class
- 46111.875.00 Up 110.53% due to wanting to get more signs made up by the state prison sign shop for the major conservation areas in town. Mr. Dziechowski showed a sign recently made by the state prison sign shop.

F. Childs made a motion to accept the 2012 Commission Budget as final in the amount of \$6,003. Second: C. Schuster. 3/0/0.

W. Friel made a motion to designate the Conservation Commission to perform the perambulation of the Town boundaries as outlined in RSA 51:3, and return the results of the perambulation as outlined in RSA 51:4. Second: F. Childs. 3/0/0.

Town Administrator's Budget

Selectmen will review

Bids:

Gasoline/Diesel Fuel Bid

Selectmen have one bid in hand and 1 in an email – will review.

Kimball House Repairs

No Bids

Town Hall Server Room

No Bids

Police Station – Remove and Replace Duct Work

Selectmen have received a bid in the amount of \$4,500 at \$50 per hour and will take the bid under advisement.

Windows at Kimball House

Ms. Snicer will contact company who submitted a bid because the quote involved removing storm windows which has already been done. Ms. Snicer will attempt to obtain a new quote. Discussion occurred around closing the building down for the winter. A warrant article will be put forth to voters on whether or not to use milk paint.

New Business:

Tax Rate:

W. Friel made a motion that we do not spend any funds from the unreserved fund balance for the purpose of buying down the 2012 tax rate. Second: F. Childs. 3/0/0.

Mr. Friel went on to explain the information is going to the DRA for the tax rate.

Repeaters

C. Schuster made a motion to allow the Chief of Police to move forward with purchasing a repeater for two of the frontline police cars. Second: F. Childs. 3/0/0.

PSNH

Mr. Friel announced PSNH has given notice of suspicious activity where people are going around to different homes pretending they work for the power company. PSNH has encouraged residents to always ask for credentials.

Highway Department

Mr. Stewart has submitted a memo to the Board of Selectmen requesting a public hearing on November 28, 2011 in order to designation “emergency lanes” for the purpose of snow removal for the 2011/2012 winter season. The roads are:

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

Selectmen agreed to a public hearing on November 28, 2011.

Town Website

Discussion occurred around the town website and the guidelines for what links belong on the site. The IT Committee will draft a policy that defines the guidelines for the town website and submit to the Board of Selectmen.

Lions Club

Mr. Barbera announced that the Lions Club is having a children’s clothing drive and encouraged residents to drop off any extra, gently-used hats, mittens, snow pants or clothing at either the Town Hall or Atkinson Academy.

Highway Department

Mr. Stewart submitted a memo regarding residents having brush, tree limbs, basketball nets and other obstructions to our snow plowing efforts, into the right-of-ways. Mr. Stewart requests the Code Enforcement Officer to speak with residents about removing these items out of the right-of-ways.

W. Friel made a motion to give the Code Enforcement Officer the authority to ask residents to remove brush and other obstructions out of the right-of-ways. Second: F. Childs. 3/0/0.

Announcements:

Veteran's Day Breakfast

Mr. Childs spoke about the recent Veteran's day breakfast and the great turn out and the nice speech Mr. Friel gave.

F. Childs made a motion to adjourn the Regular Meeting of November 14, 2011 at 8:28pm. Second: C. Schuster. 3/0/0.

Respectfully Submitted,
Amanda Lueders

William Friel, Chairman

Fred Childs, Jr

Craig Schuster