

*Town of Atkinson  
Board of Selectmen  
Meeting Minutes  
April 8, 2013*

T. Barbera opened the Regular Meeting of Monday, April 8, 2013 at 7:30pm in the Atkinson Town Hall and led all present in the Pledge of Allegiance.

**Members Present:**

W. Baldwin  
T. Barbera  
W. Friel, Chair

**Others Present:**

B. Innes, Town Administrator  
T. Stewart, Road Agent

**Approvals:**

*Regular Meeting Minutes – 3/25/2013*

W. Baldwin made a motion to accept the Regular Meeting Minutes of 3/25/2013 as submitted. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

*Workshop Meeting Minutes – 4/1/2013*

T. Barbera made a motion to accept the Workshop Meeting Minutes of 4/1/2013 as amended. Second: W. Baldwin. 2/0/0. W. Friel was not present for this motion.

*Payroll Manifest for 4/9/2013 - \$20,090.98*

W. Baldwin made a motion to approve the Payroll Manifest of 4/9/13 in the amount of \$20,090.98. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

*Accounts Payable Manifest for 4/3/2013 - \$34,626.56*

W. Baldwin made a motion to approve the Accounts Payable Manifest of 4/3/13 in the amount of \$34,626.56. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

**Assessing:**

*Abatement – Map/Lot 000012-000059-000000 12 Hayden Drive \$342.16 plus interest*

W. Baldwin made a motion to grant the request for abatement on Map/Lot 000012-000059-000000 per the recommendation of the Assessor in the amount of \$342.16 plus interest. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

*Abatement – Map/Lot 000017-000086-000064 10 Village Drive \$663.64 plus interest*

W. Baldwin made a motion to grant the request for abatement on Map/Lot 000017-000086-000064 per the recommendation of the Assessor in the amount of \$663.64 plus interest. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

*Disabled Exemption – Map/Lot 000010-000007-00066A 53 Overlook Drive*

W. Baldwin made a motion to grant the request for disabled exemption on Map/Lot 000010-000007-00066A per the recommendation of the Assessor. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

***Elderly Exemption – Map/Lot 000005-000057-000000 16 Indian Ridge Road***

W. Baldwin made a motion to grant the request for Elderly exemption on Map/Lot 000005-000057-000000 per the recommendation of the Assessor. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

***Elderly Exemption – Map/Lot 000010-000007-00066A 53 Overlook Drive***

W. Baldwin made a motion to deny the request for Elderly exemption on Map/Lot 000010-000007-00066A per the recommendation of the Assessor because it exceeds the \$43,500 income limit. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

***Elderly Exemption – Map/Lot 000023-000028-000000 29 Stickney Road***

W. Baldwin made a motion to grant the request for Elderly exemption on Map/Lot 000023-000028-000000 per the recommendation of the Assessor. Second: T. Barbera. 2/0/0. W. Friel was not present for this motion.

**Appearances:**

***Plowing and the Right-of-Way – Ted Stewart, Road Agent***

Mr. Stewart appeared before the Board of Selectmen to obtain approval to repair two sections on Maple Avenue. The upper and lower levels of Maple Avenue are in need of shoulder repair and will require the rental of an excavator. The shoulders are too low, and the current conditions are causing lawn damage, plow damage, and poor water flow causing icy conditions on the road. Mr. Stewart has the money in his budget to cover the cost of these repairs. Mr. Baldwin and Mr. Barbera are in full support of this repair work. Mr. Stewart will ensure abutters surrounding the repair work are fully informed of the job prior to the start of any work. Mr. Stewart will repair damage done to the lawns during the repair work.

***State of Emergency money – Ted Stewart, Road Agent***

Mr. Stewart announced the town should be receiving FEMA funding in the amount of 75% of the \$28,000 spent on Winter Storm (code name NEMO) back in February, 2013.

**Old Business:**

***Reminder – 2013 Committee Vacancies***

Mr. Innes reminded residents of the 2013 Committee Vacancies and read the open positions out loud. Residents are encouraged to apply or sign up for an open position.

**New Business:**

***NH Pesticide Control Permits Granted; Larval Control to begin April 18, 2013***

Mr. Innes announced the NH Pesticide Control Permits have been granted and larval control will begin on April 18, 2013.

***Budgeted Salary Increases***

Mr. Innes announced the budgeted salary increase of 1.5% will be going into affect this month.

***Establishment of a Stormwater Permit Program Committee***

Mr. Innes asked the Selectmen's approval to create a short term Committee to last about two years to assist the Town in putting together a Storm Water Management Plan and process for the Town. The responsibilities of the Committee will be to assist the Town in the planning and engagement process with the state, coalitions and other entities. This will be a sizeable project and will be costly for the Town. Mr. Barbera and Mr. Baldwin gave Mr. Innes the go ahead to start the Committee. Mr. Innes will bring Mr. Friel up-to-speed on the details.

***Resignation – M. Turell, Trustee of the Trust Funds***

Mr. Innes explained Michael Turell has submitted a letter of resignation from the position of Trustee of the Trust Funds in order to take on his new position as Treasurer for the Town effective immediately.

**T. Barbera made a motion to accept the resignation from Michael Turell from the position of Trustee of the Trust Funds so he can take on the roll as Town Treasurer effective immediately. Second: W. Baldwin. 3/0/0.**

***Appointment – S. Coppeta, Trustee of the Trust Funds – Term to end March 2015***

**T. Barbera made a motion to appoint S. Coppeta as Trustee of the Trust Funds for a term to end March 2015. Second: W. Baldwin. 3/0/0.**

***Over Expenditure – Elderly Affairs Vehicle Maintenance – 40.42151.660.00***

Mr. Innes presented an over expenditure request in the amount of \$296.24 on budget line 40.42151.660.00 for vehicle maintenance in the Elderly Affairs Department. Mr. Baldwin expressed concern with it being only April and the Selectmen are receiving many over-expenditure requests. Mr. Innes explained there have been some maintenance issues to tend to this year which has caused the budget to be over-expended. The Selectmen will take each over-expenditure request as they come in, one at a time, and make decisions on them.

**T. Barbera made a motion to approve the over-expenditure request from the Elderly Affairs Department on budget line 40.42151.660.00 in the amount of \$296.24 for vehicle maintenance. Second: W. Baldwin. 3/0/0.**

***Approvals – Job Descriptions***

- Plumbing/Gas Inspector
- Electrical Inspector
- Building Inspector
- Code Enforcement Officer
- Health Officer

Mr. Innes presented the above job descriptions to the Board of Selectmen for approval.

**T. Barbera made a motion to approve the job descriptions for the following job titles: Plumbing/Gas Inspector, Electrical Inspector, Building Inspector, Code Enforcement Officer, and Health Officer. Second: W. Baldwin. 3/0/0.**

**Future Agenda:**

4/13 – 4/19 Town Wide Beautification Week

4/14 – Big Band Jazz Festival – Timberlane PAC

6/9 and 7/25 – Red Sox tickets now available at the Community Center

2012 Annual Reports are available at the Community Center, Library and Town Hall, and on the town website

Next scheduled meeting is on April 22<sup>nd</sup> at 7:30pm

**T. Barbera made a motion to adjourn the Regular Meeting of April 8, 2013 at 8:17pm. Second: W. Baldwin. 3/0/0.**

Respectfully Submitted,  
Amanda Lueders

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William Friel, Chairman

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Todd Barbera

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William Baldwin