

*Town of Atkinson
Board of Selectmen
Meeting Minutes
September 3, 2013*

W. Baldwin opened the Regular Meeting of Tuesday, September 3, 2013 at 7:54pm in the Atkinson Town Hall and led all present in the Pledge of Allegiance.

Members Present:

W. Baldwin
W. Friel

Others Present:

K. Galloway, Garden Club/Friends of Library
B. Innes, Town Administrator

Approvals:

Non-Public Meeting Minutes – 8/19/2013

W. Friel made a motion to accept the Non-Public Meeting Minutes of 8/19/2013 as submitted. Second: W. Baldwin. 2/0/0.

Regular Meeting Minutes – 8/19/2013

W. Friel made a motion to accept the Regular Meeting Minutes of 8/19/2013 as submitted. Second: W. Baldwin. 2/0/0.

Appearances:

K. Galloway – Garden Club/Friends of Library

Ms. Galloway appeared before the Board of Selectmen to provide an update on happenings in town. The following events are scheduled to take place and all residents are encouraged to attend:

Event	Location	Date
Town-wide Yard Sale	Town-wide	Saturday, September 28th
Book and Bake Sale	Kimball Library	Saturday, September 28 th
Atkinson Garden Club Open Meeting	Congregational Church	Wednesday, October 2, 2013
Local Retired Educators	Dyke Auditorium	Tuesday, September 10, 2013

Ms. Galloway also inquired about the Community Center and when the floors are scheduled to be repaired. There are many events to be held at the Community Center which will need to be cancelled if the floors are not repaired. The Selectmen responded to Ms. Galloway by explaining how this issue is about money and safety and that the low bidder is no longer available. A new RFP will be going out immediately but will have a particular timeframe on response as well as a specific construction start date. The Selectmen want the floor and hallway to be repaired correctly not only for the safety of the residents but to also ensure the longevity of the floors.

Assessing:

Administrative Abatements

Mr. Innes presented the following administrative abatements to the Board of Selectmen:

Map/Lot	Address	Tax Collector's Rec	\$
16/6	30 Hall Farm Road	Grant	\$771.83
17/29-9	9 Ashford Lane	Grant	\$3,894.00

W. Friel made a motion to grant an abatement on Map/Lot 16/6, 30 Hall Farm Road in the amount of \$771.83 per the recommendation of Tax Collector, Debra DeSimone. Second: W. Baldwin. 2/0/0.

W. Friel made a motion to grant an abatement on Map/Lot 17/29-9, 9 Ashford Lane in the amount of \$3,894.00 per the recommendation of Tax Collector, Debra DeSimone. Second: W. Baldwin. 2/0/0.

Old Business:

Community Center Repairs

Mr. Friel began the conversation by making a motion:

W. Friel made a motion to rescind the previous motion to award Hantzis & Son Home Improvements the Community Center bid in the amount of \$45,076.51 due to the fact they cannot meet the requirements of the contract. All bids under this RFP should be voided. A new RFP will be sent out on Wednesday, September 4th with a stipulation that all bids are returned back by Wednesday, September 11th, at which time the Selectmen will have two business days to make a decision on whom to award the bid to. The RFP will also have a stipulation for construction to begin on Monday, September 16th. Second: W. Baldwin. 2/0/0.

Old Business:

Proposed Wage and Labor Rates for 2014

Mr. Innes presented a proposed 2014 wage scale along with a wage and salary schedule to the Board of Selectmen for review. Mr. Innes explained the way he designed the wage scale was by comparing current town positions and salaries to comparable positions in surrounding towns. Mr. Innes will schedule a workshop to review the information with the Selectmen.

PD Vehicle

Mr. Innes will get the Selectmen all paperwork surrounding this topic for review.

Budget Over Expenditures

Mr. Innes presented the following over expenditure requests to the Board of Selectmen for approval. Mr. Innes also explained there is 35.3% of the budget remaining. The town is currently \$61,000 over budget. The expectation is to be about \$75,000 to \$80,000 by the end of the year.

Department	Code	Description	Amount
Fire Department	40.41944.390.00	A/C Repairs \$ Elevator Inspection	\$272.00
Recreation	40.45201.810.00	Sun-N-Fun Cookout	\$10.00
Police Department	40.42107.640.00	Line Under funded for Household Supplies	\$151.00
Welfare	40.44421.411.00	Not enough money in budget to cover increased need in heat assistance	\$671.00
Recreation	40.45201.120.01 40.45201.120.01 40.45201.120.03 40.45201.220.00 40.45201.225.00	Salary lines under funded	\$480.00

W. Friel made a motion to approve the above over expenditure requests as presented by Mr. Innes. Second: W. Baldwin. 2/0/0.

Meeting Schedule

Mr. Innes inquired about the current meeting schedule and whether or not the meetings will now be on a weekly basis. Mr. Friel asked Mr. Innes to touch base with Mr. Barbera on his preference.

Library Server

Mr. Innes gave the Selectmen a heads up that the server in the Library has died. The Library is also working on a 3-year plan to replace PC's. A library representative will present a plan to replace the server at the next Selectmen's meeting.

HVAC Replacement

Mr. Innes explained that black mold has been discovered in the town hall while replacing HVAC's in the building. Eight HVAC's have been taken out, and black mold has been found behind five of them. There has also been extensive damage done to the walls due to the mold. All work should be completed within two weeks.

Peter Graziano – Eagle Scout Project

Mr. Innes presented a request from Peter Graziano. Mr. Graziano is a life scout in Boy Scout Troop nine who has been planning an Eagle Scout project with the Conservation Commission. Mr. Graziano included the proposal surrounding this project and asked the Selectmen to review and approve the area of Indian Rock to be included in his project. Mr. Graziano's project would include a survey of the area, documentation of special features, and the preparation of trail guides and signage. Mr. Friel would like Mr. Graziano to appear before the Board of Selectmen at his earliest convenience to explain the project in detail. Mr. Innes will invite Mr. Graziano to the next meeting.

Mosquito Report

Mr. Innes presented an update on testing performed on mosquito pools in Atkinson and the surrounding areas. Year to date, there have been seven batches testing positive for WNV in Kensington (1), Nashua (1), Stratham (2), Pelham (2), and Sandown (1). There have also been four batches testing positive for EEE in Exeter (1), Manchester (1), Kingston (1), and Auburn (1).

The Passing of Mr. Miller

Mr. Baldwin shared the news on the passing of Mr. Miller. Mr. Miller was laid to rest over the past weekend. He was one of the founding members of the Lions Club. He was a long time electrical inspector for the town and will be deeply missed.

Future Agenda:

9/22 – 25/2013 – Autumn in Canada Quebec City leave from Community Center – PASSPORT REQUIRED

9/28/13 – Town-wide yard sale – 8am – 2pm

**W. Baldwin made a motion to adjourn the Regular Meeting of Monday, September 3, 2013 at 8:37pm.
Second: W. Friel. 2/0/0.**

Respectfully Submitted,
Amanda Lueders

William Baldwin

William Friel