

*Town of Atkinson
Board of Selectmen
Meeting Minutes
November 4, 2013*

W. Friel opened the Regular Meeting of Monday, November 4, 2013 at 7:35pm in the Atkinson Town Hall and led all present in the pledge of Allegiance.

Members Present:

W. Baldwin
W. Friel

Others Present:

K. Athanasiou, Chair Technology Committee
B. Innes, Town Administrator

Open Meeting

Hear Public Comment on 2013 Hazard Mitigation Plan

Mr. Innes has received no comments on the 2013 Hazard Mitigation Plan and there was no one present in the audience to comment.

W. Friel made a motion to close all comments on the 2013 Hazard Mitigation Plan. Second: W. Baldwin. 2/0/0.

Approvals:

Regular Meeting Minutes – 10/28/2013

W. Baldwin made a motion to accept the Regular Meeting Minutes of 10/28/2013 as submitted. Second: W. Friel. 2/0/0.

Budget Reviews:

Technology Committee – Karl Athanasiou

Mr. Athanasiou appeared before the Board of Selectmen to present the following 2014 Technology Committee budget:

COMPUTERS						
Account No.	Description	Budget	Expended	Forecast	Proposed	Notes
41503.430.00	Main/Support/Upgrade	27,229	27,277	35,600	41,600	See Below
41503.730.00	Software	6,668	6,000	38,320	14,000	
41503.740.00	Hardware	8,998	10,785	11,000	8,000	
41503.890.00	IT Services	18,000	18,000	18,000	22,500	
	Totals	60.895	62.062	102.920	86.100	

Notes submitted by Mr. Athanasiou to accompany the Technology Committee Budget

Atkinson Recreation & Atkinson Community Center

In FY 2012 the ACC submitted a request for a new computer. Their justification was that the computer that is currently being utilized is 9 yrs old (but still functional) Due to budgetary limitation and the computers in the Town Clerks office and APD actively failing the request was tabled. Another request to replace the now 10yr old hardware was submitted for FY2013. Due to the APD server failing and the upgrade of their records management system upgrade the request was tabled again. I believe that we have been lucky that the ACC computer has survived this long. The Atkinson Technology Committee is adding funds into FY2014 budget to replace the 11+yr old ACC computer and monitor (if required).

It also would be in the Town's best interest to update any older technology i.e. wireless routers, printers, wifi access points, etc. so that the security of data stored on premises of the ACC can be increased and, as in the Ice Storm of '08, residents have a place to come and work if need be.

Elder Services

Currently Atkinson Elder Services resides in the Atkinson Police Department utilizing APD resources. Part of the separation of the APD and AES suggests the AES be relocated to the Atkinson Community Center. This move requires that Atkinson Elder Services have an area setup to provide all the resources that allows them to function efficiently. The current resources that are shared between the APD and AES are as follows:

- Internet services
- Fax/Printing/Scanning capabilities
- Access to a Computer
- Phone

To satisfy the immediate need for a computer a "loaner" laptop we have for emergency situations has been (or will be) utilized for the short term. To adequately support the AES, the Technology Committee has been petitioned by both the Atkinson Elder Services Director and the Town Administrator to add to the 2014 budget, enough funds to purchase the needed hardware and services. Since the Elder Services is moving to the Community Center, it might be more cost effective to purchase a new updated all-in-one scanner/printer/fax and share it between the two offices.

Town Clerk

It has been brought to the attention of the Technology Committee that the final computer in the Town Clerks office is hampering work. It has been stated that the machine has, at several time during the day, crashed during daily usage. Replacing this computer will be the last outdated machine in the Clerk's Office. All machines and the main printer will be within the 5 yr hardware refresh cycle.

Selectmen's Office

The Administrative Assistant's pc requires upgrade to latest OS and upgrade to latest version of Office. On hand spare PC. One PC to have on-hand to replace any that fails. To be imaged with required software.

Town Server Upgrade

Currently we are running on Windows server operating system that has gone "End of life" in 2010 and a mail server that has been EOL since 2009. No new security or bug fix patches are being released for this software. Our existing hardware would have a hard time to run the new operating system without significant upgrades.

W. Friel made a motion to take the Technology Committee budget under advisement as presented by Mr. Athanasiou. Second: W. Baldwin. 2/0/0.

W. Friel made a motion to go into a recess to review the 2014 Budget at 7:54pm. Second: W. Baldwin. 2/0/0.

W. Friel made a motion to come back from a recess and to continue with the Regular Meeting of Monday, November 4, 2013 at 8:31pm. Second: W. Baldwin. 2/0/0.

Old Business:

E-911 Re-naming/Re numbering Decision

All decisions pertaining to this issue were postponed until November 18, 2013 due to a zoning issue.

New Business:

Open Selectman Position

Mr. Friel and Mr. Baldwin will make the decision as to who will fill the open Selectman position and will forgo a public interview. The decision will be announced at the regular meeting on Monday, November 18, 2013.

Civil Rights Violation – RSA 91-A:5

Mr. Friel explained the Town of Atkinson was named in a civil rights violation under RSA 91-A:5. The contents of the claim will not be discussed publically. The case was settled in the amount of \$50,000.00 payable to the claimant and is not liable to the Town of Atkinson but will be paid for by the Town's insurance company. The case has been dismissed per a dismissed settlement. The settlement will be on file in the Town Clerk's office.

W. Baldwin made a motion to accept the settlement under the terms and conditions as presented by Mr. Friel. Second: W. Friel. 2/0/0.

Veterans Day Reminder

Mr. Baldwin reminded residents of Veterans Day on Monday, November 11, 2013 and encouraged folks to attend the services honoring our veterans on Monday, November 11 at 10 AM at the Fire Station.

Future Agenda:

11/11/2013 – Veterans' Salute Fire Station

11/11/2013 – Veterans' Day Town Offices closed

11/16/2013 – Turkey Raffle Fire Station 7PM to 9PM

11/28 & 29/3013 – Thanksgiving Town Office closed

12/5/2013 – Light the Tree Celebration @ Atkinson Country Club – volunteers needed & appreciated – Contract Kristin 489-0201 or kperry@atkinsoncc.com

12/14/2013 – Community Center Grand Re-Opening

12/14/2013 – Women's Civic Club's Winter Market Community Center

W. Baldwin made a motion to adjourn the Regular Meeting of Monday, November 4, 2013 at 8:38pm. Second: W. Friel. 2/0/0.

Respectfully Submitted,
Amanda Lueders

Williams Friel, Chair

William Baldwin