

*Town of Atkinson
Board of Selectmen
Meeting Minutes
December 2, 2013*

W. Friel opened the Regular Meeting of Monday, December 2, 2013 at 7:48pm in the Atkinson Town Hall and led all present in the pledge of allegiance.

Members Present:

W. Baldwin
W. Friel, Chairman
F. Thompson

Others Present:

T. Dziechowski, Chair Conservation Committee
B. Innes, Town Administrator
S. Ober, Chair Recreation Department
S. Killam, Chair, Planning Board
T. Stewart, Road Agent
N. Yoshida-Travers, Recreation Director

New Business:

Selectman Appointment – Fred Thompson

W. Friel made a motion to appoint Fred Thompson as Selectman to complete the year ending March, 2014. Second: W. Baldwin. 2/0/0.

Approval of Minutes:

11/25/13 – Regular Meeting

W. Baldwin made a motion to approve the regular meeting minutes of 11/25/13 as submitted. Second: W. Friel. 2/0/1. F. Thompson abstained from the motion.

Assessing:

Administrative Abatements:

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

| Map/Lot | Address | Tax Collector's Rec | \$ |
|---------|-----------------|---------------------|----------|
| 14/86 | 2 Coventry Road | Grant | \$321.30 |
| 7/22 | 27 Walker Road | Grant | \$62.35 |

W. Baldwin made a motion to grant an Administrative Abatement on Map 14/Lot 86; 2 Coventry Road in the amount of \$321.30. Second: F. Thompson. 3/0/0.

W. Baldwin made a motion to grant an Administrative Abatement on Map 7/Lot 22; 27 Walker Road in the amount of \$62.35. Second: F. Thompson. 3/0/0.

Old Business:

E-911 Renaming/Renumbering Decision

Mr. Friel explained the Board of Selectmen has received information from Town Counsel surrounding this matter. Mr. Thompson will also review a packet of information regarding this issue. The goal is to make a decision before the holidays.

Driveway Permitting/Installation Issue

Mr. Innes will schedule a time for the Selectmen to inspect the driveway(s) involved in this matter.

Sun-n-Fun Extended Hours Proposal

Ms. Yoshida-Travers and Ms. Ober appeared before the Board of Selectmen to discuss the possible extension of Sun-n-Fun hours and an increase in the weekly tuition amount. The proposed scenario is to increase the Sun-n-Fun's daily hours by one hour, from 5.5 per day to 6.5 per day. In order to break even, the weekly tuition will need to be increased by \$25.00 per week and the Town will need to subsidize between 15% and 16% of the cost. Ms. Ober explained the Budget Committee is aware of this proposal but would like the Selectmen to make a decision first.

W. Baldwin made a motion to approve the request made by the Recreation Department to increase the daily hours of the Sun-n-Fun Program by one hour from 5.5 per day to 6.5 per day and to set the weekly rate of the Sun-N-Fun program to be \$230 for one child, \$335 for two children, and \$425.00 for three or more children. The Town will also subsidize this program in an amount of 15-16%. This motion is subject to approval by the Budget Committee. Second: F. Thompson. 3/0/0.

New Business:

Community Center Rental Rate Increase

Ms. Yoshida-Travers and Ms. Ober presented a proposed community center rental rate increase to the Board of Selectmen for approval. The Selectmen will review and make a decision at the next meeting.

Dow Commons Tree Lighting

Ms. Yoshida-Travers announced that the Dow Commons tree lighting was a great success.

Closing the Town Hall at 12pm on Christmas Eve

Mr. Innes asked the Board of Selectmen for their permission to close the Town Hall at 12pm on Christmas Eve.

F. Thompson made a motion to close all Town Offices at 12pm on Christmas Eve, December 24, 2013. Second: W. Baldwin. 3/0/0.

Future Agenda:

12/5/13 – Light the Tree Celebration @ Atkinson Country Club – volunteers needed and appreciated – contact Kristin 489-0202 or kperry@atkinsoncc.com

12/14 – Community Center Grant Opening

12/14/13 – Women's Civic Club's Winter Market Community Center

W. Friel made a motion to adjourn the Regular Meeting of Monday, December 2, 2013 and to go into a workshop to discuss articles to go on the March 2014 Warrant. Second: W. Baldwin. 3/0/0.

Workshop

Proposed 2014 Warrant Articles

The Board of Selectmen reviewed the following proposed 2014 warrant articles:

| Number | Name | Description | Notes |
|--------|------------------------------|---|--|
| 2014-1 | Election of Officers | | |
| 2014-2 | Zoning Articles | | |
| 2014- | Conservation Shed | <p>Shall the Town vote to raise and appropriate Ten Thousand Dollars (\$10,000.00) to construct a storage shed on the north side of the salt shed to store Conservation items currently kept in private homes? This article will lapse at the completion of this project or on December 31, 2019, whichever comes first, and is in addition to Article 2014-____, the Operating Budget.</p> | Mr. Dziechowski appeared before the Board of Selectmen to review |
| 2014- | Updated List of Town Forests | <p>Shall the Town vote to designate the following parcels as Atkinson Town Forests, to be managed by the Conservation Commission under the provisions of RSA 31:112?</p> <p>Map 3 Lot 31 1.11-acre gift, unbuildable wetland, abuts the Sawyer Town Forest; Map 3 Lot 47 1.21-acre gift; unbuildable wetland, near Sawyer Town Forest; Map 19 Lot 76 2-acre tax sale, lot landlocked by Fila-Chambers Town Forest; Map 16 Lot 12-1 31.2-acre Judge Marshall RSA 36-A:4 Conservation Parcel.</p> | Mr. Dziechowski appeared before the Board of Selectmen to review |

| Number | Name | Description | Notes |
|--------|---------------------------------|---|--|
| 2014- | Repurpose Town Lands | <p>2014-_____ Repurpose Town Lands</p> <p>Shall the Town vote to repurpose the following parcels by designating the first for municipal expansion and designating the last three as Atkinson Town Forests to be managed by the Conservation Commission under the provisions of RSA 31:112?</p> <p>Map 20 Lot 15 1-acre purchased from NH DoT as Conservation Land; <i>This lot is under a deed restriction by the New Hampshire Department of Transportation (NH DoT) such that it can only be used for municipal purposes, but its use is not restricted to Conservation. It has frontage on both Route 111 and Hall Farm Road, and could be used by the Town for a new Town Garage, relocated transfer station, or other municipal building.</i></p> <p>Map 12 Lot 12 2-acres from 1992 Lewis Builders Land Swap; Map 12 Lot 7-1 8.25 acres from the 1992 Lewis Builders Land Swap; Map 12 Lot 17 2.6-acre from 1990 Tax Sale. <i>These three lots are landlocked by the Chadwick Town Forest. Repurposing these lots is at the request of the Conservation Commission.</i></p> | Mr. Dziechowski appeared before the Board of Selectmen to review |
| 2014- | Fire Department Capital Reserve | <p>Shall the Town vote to raise and appropriate the sum of One Hundred Twenty-five Thousand Dollars (\$125,000.00) to be added to the Fire Department Capital Reserve Fund established for the purpose of acquiring fire equipment and vehicles? This is in addition to Article 2014-_____, the Operating Budget.</p> | |
| 2014- | Communications' Equipment | <p>Shall the Town vote to raise and appropriate Thirty Thousand Dollars (\$30,000.00) for Atkinson's share of communications' equipment upgrade of the Plaistow Dispatch Center, to improve emergency communications in Atkinson? This article will lapse at the completion of this project or on December 31, 2019, whichever comes first, and is in addition to Article 2014-_____, the Operating Budget.</p> | |

| Number | Name | Description | Notes |
|--------|----------------------------------|---|--|
| 2014- | Mosquito Control | <p>Shall the Town vote to raise and appropriate Forty-nine Thousand Three Hundred Ninety Dollars (\$49,390.00) for the purpose of insect control, such funds to be put into the Mosquito Control Expendable Trust Fund created for that purpose and to name the Selectmen as agents to expend this money? This is in addition to Article 2014-____, the Operating Budget.</p> | |
| 2014- | Kimball House Shutters | <p>Shall the Town vote to raise and appropriate Two Thousand Dollars (\$2,000) to purchase and install vinyl shutters on the Kimball House? This article will lapse at the completion of this project or on December 31, 2019, whichever comes first, and is in addition to Article 2014-____, the Operating Budget.</p> | |
| 2014- | Reclaim and Pave Oak Hill Circle | <p>Shall the Town vote to raise and appropriate the sum of Twenty Thousand Two Hundred Seventy-four Dollars (\$20,274.00) to reclaim and pave approximately 400 linear feet of Oak Hill Circle? All work will be done under the supervision of the Road Agent. This article will lapse at the completion of this project or on December 31, 2019, whichever comes first, and is in addition to Article 2014-____, the Operating Budget.</p> | Mr. Stewart appeared before the Board of Selectmen to review |
| 2014- | Hawthorne Drive Improvements | <p>Shall the Town vote to raise and appropriate Eighty Thousand Four Hundred Seventy-nine Dollars (\$80,479.00) to reclaim and pave a portion of Hawthorne Drive and to shim and overlay the remainder of that road? All work will be done under the supervision of the Road Agent. This article will lapse at the completion of this project or on December 31, 2019, whichever comes first, and is in addition to Article 2014-____, the Operating Budget.</p> | Mr. Stewart appeared before the Board of Selectmen to review |
| 2014- | Old Coach Road Improvements | <p>Shall the Town vote to raise and appropriate Two Hundred Seventeen Thousand Nine Hundred Nineteen Dollars (\$217,919.00) to reclaim and pave a portion of Old Coach Road, and to shim and overlay the remainder of that road? All work will be done under the supervision of the Road Agent. This article will lapse at the completion of this project or on December 31, 2019, whichever comes first, and is in addition to Article 2014-____, the Operating Budget.</p> | Mr. Stewart appeared before the Board of Selectmen to review |

| Number | Name | Description | Notes |
|---------------|--|--|--|
| 2014- | Highway Department Truck #1 | Shall the Town vote to authorize the Board of Selectmen to enter into a five-year lease/purchase agreement in the amount of Ninety-Nine Thousand Nine Hundred Fifty Dollars (\$99,950.00) for the purchase a Ford F-550 dump truck, or equivalent, and accessories, for the Highway Department, and to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000.00) for the first year's payment? This is in addition to Article 2014-____, the Operating Budget. | Mr. Stewart appeared before the Board of Selectmen to review |
| 2014- | Highway Department Truck #2 | Shall the Town vote to authorize the Board of Selectmen to enter into a five year lease/purchase agreement in the amount of Thirty-five Thousand Six Hundred Seventy-six Dollars (\$35,676.00) for the purchase of a ¾-Ton 4x4 Club-Cab truck with plow and accessories for the Highway Department, and to raise and appropriate the sum of Seven Thousand Two Hundred Dollars (\$7,200.00) for the first year's payment? This is in addition to Article 2014-____, the Operating Budget. | Mr. Stewart appeared before the Board of Selectmen to review. Mr. Stewart also announced that Josh Dugdale gave his notice. Mr. Innes will assist Mr. Stewart in posting this open position. |
| 2014- | Winter Capital Reserve | Shall the Town vote to raise and appropriate the sum of The Thousand Dollars (\$10,000.00) for the Winter Capital Reserve Fund, and to appoint the Board of Selectmen as agents to expend such funds; this sum represents a portion of the unexpended balance of the 2013 Winter Maintenance Accounts, and will come from the Undesignated Fund Balance? This is in addition to Article 2014-____, the Operating Budget. | Mr. Stewart appeared before the Board of Selectmen to review |
| 2014- | Atkinson's 250 th Anniversary | Shall the Town vote to create a 250th Anniversary Expendable Trust Fund, naming the Board of Selectmen as Agents to Expend this fund, for the purpose of celebrating the 250th anniversary of Atkinson's incorporation in 2017; and to raise and appropriate Five Thousand Dollars for this Fund, such money to come from the Undesignated Fund Balance? This is in addition to Article 2014-____, the Operating Budget. | Mr. Innes will ask Ms. Snicer for further clarification of this warrant article. |
| 2014- | Replacement Items | Shall the Town vote to instruct the Board of Selectmen to include the cost of replacement items to be expensed in a single year, in the annual Operating Budget instead of by Warrant Article? This shall be effective in 2015, and continue until rescinded by Town Meeting. | |

| Number | Name | Description | Notes |
|--------|-----------------------|--|---|
| 2014- | New Trusts | <p>Shall the Town vote to authorize the Board of Selectmen to accept trust gifts, legacies and devises made to the Town for any public purpose that is not foreign to their institution or incompatible with the objects of their organization, without further action by the Town? (RSA 31:19) This shall be effective immediately, and continue until rescinded by Town Meeting.</p> | <p>Mr. Innes will ask Ms. Snicer for further clarification of this warrant article.</p> |
| 2014- | Legal Capital Reserve | <p>Shall the Town vote to create a Legal Capital Reserve Fund under RSA 35.1 V, for unanticipated legal expenses, to appoint the Board of Selectmen as agents to expend such funds and to raise and appropriate Ten Thousand Dollars (\$10,000.00) to be deposited in this fund? This is in addition to Article 2014-____, the Operating Budget.</p> | |
| 2014- | Waterline Connections | <p>Shall the Town vote to raise and appropriate One Hundred Sixty Thousand Dollars (\$160,000.00) to help residents who do not qualify for EPA or State funding, but are in the 1-4, Dioxane water contamination plume, with the cost of the connection to the new water line being installed along Belknap Drive, Emery Drive, Brookside Terrace and Oakridge Drive? Funding of the connections will be a three-tiered process: The first round of funding would be to residents of the 29 homes that show traces of 1-4, Dioxane, who will be awarded one-half of their cost to connect, up to Four Thousand Dollars (\$4,000.00) per household, if they chose to connect to the waterline. The second round of funding will be for residents along the aforementioned roads who do not currently show contamination by 1-4, Dioxane, with each household choosing to connect to receive Two Thousand Dollars (\$2,000.00) (or an even allocation of the remaining funds). Should there be enough funding left for a third round, funds will be allocated equally across all households desiring to connect to the new waterline. This article will lapse at the completion of this project or on December 31, 2019, whichever comes first, and is in addition to Article 2014-____, the Operating Budget.</p> | <p>Mr. Innes and Ms. Killam explained the EPA has committed to fund the cost of a connection to a new water line to any resident with a 3.0 or higher amount of 1-4, Dioxane in their water. This warrant article is meant to help residents with traces of 1-4, Dioxane in their water yet less than the amount qualifying them to receive help from the EPA. This would commit the Town to give those residents an amount up to 4,000 per household. Selectmen are concerned with this warrant article because there is no certainty on the amount of residents with 1-4,Dioxane in their water under the 3.0 cut off. Also – there is no certainty on what residents will quality in the future.</p> |

W. Friel made a motion to adjourn the Workshop of Monday, December 2, 2013 at 9:03pm. Second: W. Baldwin. 3/0/0.

Respectfully Submitted,
Amanda Lueders

Williams Friel, Chairman

William Baldwin

Fred Thompson