

*Town of Atkinson  
Board of Selectmen  
Meeting Minutes  
May 19, 2014*

**W. Baldwin opened the Regular Meeting of Monday, May 19, 2014 at 7:03pm in the Atkinson Town Hall**

**H. Morse made a motion to enter non-public session under RSA 91-A:3 II(a) Employee and RSA 91-A:3 II(c) Legal. Second: P. Consentino Roll call – H. Morse, Aye, P Consentino, Aye, W. Baldwin, Aye**

**Continue regular meeting at 7:36 PM.**

**W. Baldwin led all present in the Pledge of Allegiance.**

**Members Present:**

W. Baldwin, Chairman  
P. Consentino  
H. Morse

**Others Present:**

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

**Moment of Silence:**

***Fallen Officer Stephen Arkell, Brentwood, NH***

Chairman Baldwin requested a moment of silence in honor of fallen Officer, Stephen Arkell of Brentwood, NH, who lost his life last Monday, May 12, 2014. The Selectmen send their deepest sympathies to the family and friends of Stephen Arkell.

**Appearances:**

***Road Agent, Ted Stewart, Hovey Meadow Road Easements***

Mr. Stewart appeared before the Board of Selectmen to present the signed easements he recently obtained from certain residents on Hovey Meadow Road which will allow for fixing the drainage issues on the road. Mr. Stewart asked the Selectmen for approval to start the work. The Selectmen granted Mr. Stewart's request.

Discussion also centered on storm water control and how it is part of the Road Agent's role to provide education to residents upon witnessing brush being piled up in the wrong place. This education can arrive in the form of a letter and if the resident does not comply, the situation will escalate up to the Code Enforcement Officer. Mr. Innes will work with Mr. Stewart on creating a plan based on the Storm Water Act and how to address problems in a proactive way. Mr. Stewart will send a memo to the Selectmen upon completion of the work done on Hovey Meadow Road.

***Linebrook Road***

Mr. Stewart announced he has completed the patch-up work on Linebrook Road, however also desires to shim and overlay it and would like the Board of Selectmen's permission to go out and get bid's for that work. In light of the fact, \$2,600 will be going back into the general fund from a warrant article he recently under-spent, Mr. Stewart would like to over-spend the gravel line to pay for the shim and overlay on Linebrook Road. Mr. Stewart estimates the cost to be around \$8,000. Mr. Stewart would not use Busby for this job because the job is too small for them. The Board of Selectmen gave Mr. Stewart permission to go out and obtain numbers and bring back for approval.

### ***North Broadway***

Mr. Stewart explained that the State of NH has offered to reclaim and repave North Broadway, a State road, if the Town of Atkinson agrees to take the road over. This transaction would not occur for at least another year. Mr. Stewart is in favor of the idea because North Broadway is in such bad shape and the state may not be able to patch it for a year or two. There would be no cost to the town for this to happen, however, the Town would be responsible to maintain the road from time of turnover forward. Mr. Stewart will work with the DoT to determine the particulars and report back to the board.

### ***Island Pond Road***

Mr. Stewart explained that the Island Pond Road shoulder cleanup has been postponed due to water saturation. The EPA is the governing body of this project. Work will continue in approximately one month when the shoulder has a chance to dry out.

### ***Old Coach Road***

Mr. Stewart explained the work on Old Coach Road is done and he is very pleased with the results.

### ***Road Agent's vacation***

Mr. Stewart will be going on vacation June 6<sup>th</sup> through June 12th.

## **Non-Public Meeting**

### ***Motion to Hire Two Sergeants***

Per the non-public meeting discussion held earlier in the night to hire two sergeants in the Police Department, the following motion was made per the recommendation of Chief Bracket who recently hired an outside firm to test and assess candidates for the two open sergeant positions and was able to promote within the department.

**W. Baldwin made a motion to promote Officer Stephen Lundquist and Detective Nicolas M. Fiset to the rank of Sergeants which shall be in effect on the date of June 2, 2014 at the rate of pay of \$28.11 per hour. Second: H. Morse. 2/0/1. P. Consentino abstained from the motion.**

## **Assessing:**

### ***Administrative Abatements:***

The following administrative abatements were presented to the Board of Selectmen for approval:

<b>Map/Lot</b>	<b>Address</b>	<b>Recommendation</b>	<b>\$</b>
8/102	38 Meditation Lane	Tax Collector – Grant	\$204.62
5/06	4 Noyes Lane	Rod – Grant	\$894.90 plus interest

**H. Morse made a motion to grant an administrative abatement on Map 8, Lot 102; 38 Meditation Lane in the amount of \$204.62, which is the amount of accrued interest on the property tax bill, per the recommendation of the Tax Collector due to the fact the resident has agreed to be involved in a payment plan. Second: P. Consentino. 3/0/0.**

**H. Morse made a motion to grant an administrative abatement on Map 5, Lot 06; 4 Noyes Lane in the amount of \$894.90 plus interest, per the recommendation of the Town Assessor. Second: P. Consentino for discussion.** Chairman Baldwin confirmed this amount is merely the difference between two assessments done on the same property. The original assessment was \$421,800. Because this property had a lot of deferred maintenance, adjustments were made resulting in a lower assessed value of \$374,700. **Vote: 3/0/0.**

## **Old Business:**

### ***E-911 Update***

Mr. Innes updated the Board of Selectmen on the status of the E-911 project. Notification letters will be sent out this week, which will inform affected residents, dispatchers, and utility companies. The implementation will take place on June 19<sup>th</sup>. Mr. Innes will remind the Road Agent to order a new street sign for Martha Way.

## **New Business:**

### ***Memorial Day – Town Facilities Closed, No BOS Meeting***

Mr. Innes announced the Town Hall will be closed on Monday, May 26<sup>th</sup>, Memorial Day and there will be no Board of Selectmen's meeting that night. The next scheduled Board of Selectmen's meeting will take place on Monday, June 2<sup>nd</sup> which will be the start of the summer schedule going through Labor Day.

### ***Van Repair***

Mr. Innes has received two (2) estimates and has determined the repair will cost about \$2,000+. The money will be coming from the Maintenance Line for Elderly Affairs Services. Mr. Morse and Mr. Consentino are going to look at the van before van repairs take place..

### ***Community Center Railing***

Mr. Innes informed the Selectmen that SAJ is going to charge \$640.00 to repair the wobbly railings at the Community Center and asked permission to allow SAJ to complete the job.

**P. Consentino made a motion to allow Mr. Innes to move forward in hiring SAJ to repair the wobbly railings at the Community Center in an amount no greater than \$640.00. Second: H. Morse. 3/0/0.**

Mr. Innes went on to explain that SAJ gave him a verbal quote in the amount of \$1,059.81 to replace the hand rails. Mr. Innes will speak to Bob Jones to find out what it will take to be in compliance with ADA. He will also find out if during the repair of the wobbly railings SAJ can extend the wood. Mr. Innes will follow up with the Board of Selectmen on his conversation with Bob Jones.

### ***Dog House over the Bulk Head***

Mr. Innes informed the Selectmen he has received a quote in an amount over \$3,000 for this project, therefore will be putting it out for bid.

### ***Atkinson Senior Fund***

Mr. Consentino informed the other Selectmen, the senior fund he currently manages is going away in order to centralize donations into one fund which already exists for the town of Atkinson. Chairman Baldwin would like the Director of Elderly Affairs to manage this program and give the Director the authority to spend up to an amount of \$500.00 for emergency services only. Chairman Baldwin also wants tight record keeping on this account. Mr. Innes will work with Mr. Consentino on creating a formal policy.

**H. Morse made a motion to give the Director of Elderly Affairs the authority to spend up to \$500.00 out of the Atkinson Senior Trust Fund in the event of an emergency. Second: W. Baldwin. 2/0/1.**

**P. Consentino abstained from the motion.**

## **Old Business:**

### ***ACO Department***

Mr. Consentino brought up the fact that if the Police Department will be overseeing the ACO Department. Also that Chief Brackett needs to keep up-to-date vaccination records of each ACO employee. Mr. Innes will contact Chief Brackett on this matter and ask him to make this a priority.

***Windows at the Historical Society***

Mr. Consentino inquired about the status of the windows at the Historical Society and when this project will be done. The installation has been put off several times by the contractor who is now saying will get it done during the week of June 2<sup>nd</sup>.

**Future Dates:**

5/22/14 – Plaistow Rail Extension Study Public Meeting – 7:00pm Plaistow Town Hall

5/26/14 – Memorial Day Parade @ 10:30am

6/14/14 – Red Sox v. Cleveland Indians Community Center/Boston 1:30pm – 8pm

6/26/14 – “Phantom of the Opera” Community Center/Boston Opera House 11am

7/1/14 – Property Taxes Due

**Announcements:**

***Greater Derry Salvation***

Mr. Innes announced that the Greater Derry Salvation will be sponsoring a Feed the Kids Program on Tuesdays, Wednesdays, and Thursdays at various locations. If anyone would like more information, please contact Mr. Innes.

***Troop 9***

Chair Baldwin announced how great Troop 9 did at their Electronics Recycling Event held on Saturday, April 26<sup>th</sup> at the Community Center. The boys were able to collect more than 280 major items as well as an uncounted number of smaller items leaving an estimated 10,000 pounds of recyclables. The Board of Selectmen congratulated the troop for a job well done.

***Timberlane Regional High School Senior Graduation***

Chair Baldwin announced the Timberlane Regional High School Senior Graduation will be held on June 14<sup>th</sup> and the Board of Selectmen have been invited to attend in order to wish the graduates well in the next phase of their journey.

***Granite Core – Design Work***

Per the approved warrant article to go from Three (3) to five (5) Selectmen, Mr. Innes asked the Board of Selectmen for their approval to contract Granite Core to design and build the seating/desks for the 2015 elected Selectmen. The Selectmen gave Mr. Innes approval to work with GranitCor.

***Highway Safety Meeting***

The Highway Safety Meeting will be held on May 21<sup>st</sup> at 1pm. Mr. Innes will send out a reminder to the Committee members.

***Department Head Meeting***

The Department Head Meeting will be held the first week of June.

**W. Baldwin made a motion to adjourn the Regular Meeting of Monday, May 19, 2014 at 9:07pm.  
Second: H. Morse. 3/0/0.**

Respectfully Submitted,  
Amanda Lueders

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William Baldwin, Chair

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Phil Consentino

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Harold Morse