

*Town of Atkinson
Board of Selectmen
Meeting Minutes
December 1, 2014*

W. Baldwin returned to the Regular Meeting of Monday, December 1, 2014 at 7:34pm from a non-public session in the Atkinson Town Hall.

Members Present:

W. Baldwin, Chair
P. Consentino
H. Morse

Others Present:

B. Innes, Town Administrator
M. Murphy, Fire Chief, Atkinson Fire Department
T. Stewart, Road Agent

Approval of Minutes:

11/24/2014 - Regular Meeting Minutes

H. Morse made a motion to accept the minutes of Regular Meeting 11/24/2014 as submitted. Second: P. Consentino. 3/0/0.

11/24/2014 – Non-public Meeting Minutes

H. Morse made a motion to accept the minutes of Non-Public Meeting 11/24/2014 as submitted. Second: P. Consentino. 3/0/0.

Abatement:

Map/Lot	Address	Rod's Rec	\$
13/29/27	11 Winslow Drive	Grant	\$397.28 plus interest

H. Morse made a motion to approve an abatement in the amount of \$397.28 plus interest for Map/Lot 13/29/27 – 11 Winslow Drive per Rod's recommendation. Second: P. Consentino. 3/0/0.

Appearances:

Chief Murphy – Fire Truck RFP

Chief Murphy submitted an RFP for a new pumper tanker to the Board of Selectmen for their review and feedback. Chief Murphy would like feedback back by December 8, 2014. The document has also been sent to the Town Attorney. The Board of Selectmen would like to see the comments from the Attorney. Chief Murphy requested for the Selectmen to keep the document confidential.

Chief Murphy – Self-Containing Breathing Apparatus

Chief Murphy announced he has been working over the last few months on obtaining a grant for a self-containing breathing apparatus. The life expectancy of the current gear will expire in 2015. The grant is in the amount of \$129,615.00. Chief Murphy gave a copy of the grant to the Selectmen for their review and will give a copy of the final submission to Mr. Innes. The Town will have to kick in 5%, but time spent working on the document will count towards the 5%. Some money may have to come out of the Fire Department's budget.

Chief Murphy – Fire Station as a Warming Center

Chief Murphy made an announcement as a reminder to residents that in the event of a major power outage, the Fire Department can be used as a warming center or a place to take a shower or to obtain some water. Residents can utilize this option by calling the Fire Department's non-emergent line. Mr. Innes will post this information on the town website.

Ted Stewart – Release Highway Capital Review

Mr. Stewart appeared before the Board of Selectmen for approval to access the Winter Highway Capital Reserve Fund. The last storm left the highway department budget over-expanded by about \$20,000. It was already over-expanded by about \$9,000. Mr. Innes explained that there is money in the budget to move around, but this approval will be a contingency to give the bookkeeper the money to pay highway department bills if no money is available in the operating budget.

H. Morse made a motion to give authority to access the Winter Highway Capital Reserve Fund in the event that no money can be found in the current Operating Budget. The Operating Budget should always be reviewed first before accessing money from the reserve fund. All vouchers relating to expenditures from this fund should be presented separately to the Selectmen for their information. Second: P. Consentino. 3/0/0.

Old Business:

Award Bid – Heating Oil

Mr. Innes presented the following bid to the Board of Selectmen with the recommendation to award the bid to Palmer Gas Ermer Oil in the amount of \$3.299/gal with a downside protection:

Company	Contact	Bid	Other
Palmer Gas Ermer Oil 13 Hall Farm Road Atkinson, NH 03811	Charlie Ermer Phone: 603-+898-7986 Fax: 603-681-2245 www.palmergas.com	\$3.299/gal with downside protection	\$169 each unit

P. Consentino made a motion to award the heating oil bid to Palmer Gas Ermer Oil in the amount of \$3.299/gal with downside protection. Second: H. Morse. 3/0/0.

TRSD CIP Committee Appointment

Mr. Innes presented the following candidates to the Board of Selectmen. Mr. Consentino recommended nominating one as a Committee Member and the other as an Alternate Member due to the fact that both candidates are equally qualified:

- Catherine Rochford
- Ellen Beckwith

H. Morse made a motion to appoint Ellen Beckwith to sit on the TRSD CIP Committee. Second: P. Consentino. 3/0/0.

Veterans Exemption

Mr. Consentino asked Mr. Innes to contact Maurice “Jake” Collins, a Senior Citizen in the Town of Atkinson, to discuss issue related to a Veterans Tax Exemption.

New Business:

Storm Damage Update

Mr. Innes provided the Board of Selectmen with an update on damage caused by the recent storm. A limb fell off of the big pine tree at the Community Center onto one of the Elder Services’ cars. Mr. Innes suggested removing the tree, since large branches have previously fallen from the tree. A tree at Woodlock Park also fell and took out a section of the fence. There were a number of streets without power for between 2-8 hours. On the day of the storm, Mr. Innes gave permission to close the building at 2:00 PM because of the weather. In the future, the voice mail message will be changed to let folks know the building is closed and a sign will be put on the doors.

Mosquito Permit

Mr. Innes signed a Special State Application permit for 2015 for Mosquitos/Black Flies, for Municipal Pest Management Services, Inc., the company with whom we currently contract for mosquito control. This action does not commit the Town to a contract in 2015. It is to be determined if these services will be put out to bid in 2015.

Expense Update

Mr. Innes updated the Board of Selectmen that there is 13.6% of the 2014 expense budget remaining and that he believes that the budget is in good shape for the remainder of the year. Revenue also appears to be on target. Dog Licenses and car registrations are above expectation.

Budget Committee

Mr. Innes explained the Budget Committee would like to cut the budget by 2.3% in order to get it down to a 2% increase. Right now the budget is at a 4.3% increase. Mr. Innes met with Craig Schuster to go through the entire budget to look for opportunities to cut back and found ways to cut back in the amount of \$82,000. The goal is to cut it back by \$100,000 in order to get to 2%. Mr. Innes and Mr. Consentino will continue to work with the budget committee to set the 2015 budget.

Increases for Police Officers

P. Consentino made a motion that all employees covered by the union contract within the Atkinson Police Department whether they are union or non-union will get the same rate of pay increase as union employees. Second: H. Morse. 3/0/0.

Drug Forfeiture – Vehicle

H. Morse made a motion to give Chief Brackett permission to file the appropriate paperwork that will allow the PD to retain a vehicle that has been signed over to the Police Department. Second: P. Consentino. 3/0/0.

Highway Department Employee

P. Consentino made a motion to terminate a Highway Department employee who has not shown up to work for three weeks. Numerous attempts were made to contact this employee. Second: H. Morse. 3/0/0.

Open Positions

Mr. Baldwin asked that all open elected positions are posted on cable and the website.

Future Dates:

12/4/2014 – Atkinson Country Club Tree Lighting 5:30pm – 8:00pm
12/9/2014 – Senior Holiday Luncheon Community Center 12pm – 2pm
12/24/2014 – Town Offices close at noon
12/25/2014 – Christmas Day – Town Offices Closed
1/1/2015 – New Year’s Day – Town Offices Closed
1/21/2015 – First day of filing period for candidates
1/30/2015 – Last Day of filing period for candidates
1/31/2015 – Deliberative Session 10am Atkinson Academy

P. Consentino made a motion to adjourn the Regular Meeting of December 1, 2014 at 8:42pm. Second: H. Morse. 3/0/0.

Respectfully Submitted,
Amanda Lueders

