

*Town of Atkinson
Board of Selectmen
Meeting Minutes
March 9, 2015*

W. Baldwin opened the Regular Meeting of Monday, March 9, 2015 at 7:38pm.

Members Present:

W. Baldwin
P. Consentino
H. Morse

Others Present:

B. Innes, Town Administrator
C. Schuster, Head Master, Troop 9
Z. Schuster, Boy Scout, Troop 9

Pledge of Allegiance:

Zachary Schuster, Boy Scout, Troop 9

Boy Scout, Zachary Schuster from troop 9 led all present in the Pledge of Allegiance.

Approval of Minutes:

2/23/2015 – Regular Meeting Minutes

H. Morse made a motion to approve the minutes of Regular Meeting 2/23/15 as submitted. Second. P. Consentino. 3/0/0.

Donations:

Transportation - \$858

H. Morse made a motion to accept donations for the Elder Service Transportation line totaling an amount of \$858.00. Second. P. Consentino. 3/0/0.

Abatements:

Map/Lot	Address	Rod's Rec	\$
13/02	97 Main Street	Deny	
17/53	172 Main Street	Grant	\$1,426.77*
18/102	38 Meditation Lane	Grant	\$2,300.00
18/102	38 Meditation Lane	Grant	\$176.77

H. Morse made a motion to deny an abatement on Map/Lot 13/02, 97 Main Street per Rod's recommendation. Second. P. Consentino. 3/0/0.

P. Consentino made a motion to grant an abatement on Map/Lot 17/53, 172 Main Street per Rod's recommendation in the amount of \$1,426.77 plus interest. Second. W. Baldwin. 2/0/1. H. Morse abstained from the motion.

H. Morse made a motion to grant a hardship abatement in the amount of \$2,300 on Map/Lot 18/102, 38 Meditation Lane. Second. P. Consentino. 3/0/0.

H. Morse made a motion to grant an Administrative Abatement in the amount of \$176.77 on Map/Lot 18/102, 38 Meditation Lane. Second. P. Consentino. 3/0/0.

Appearance:

C. Schuster, Head Master Troop 9 and Z. Schuster, Boy Scout, Troop 9

Zachary Schuster appeared before the Board of Selectmen to ask the Board of Selectmen for approval to conduct an Eagle Scout project for Atkinson troop 9 that will benefit the Atkinson Community. The proposed project will be planned and managed by Zachary Schuster with the assistance of other troop 9 scouts and under the leadership of troop 9 scout adults. The objective of the project is to enhance and beautify the basement of the Community Center in order to have a usable storage area as well as the creation of a storage system for the Elder Services equipment. The storage system for the Elder Services equipment will involve numbering all equipment with a unique identifying number which will allow the Elder Services Department to keep track of the equipment. The supplies and support needed by the Town will be paint, wood, nails, labels and a computer. Upon approval by the Selectmen, Mr. Schuster will need to apply to the Boy Scouts of America to obtain approval to do this project, which typically takes about 4-6 weeks. The project should take about 4-8 weeks to complete. Money for this project will come from the Maintenance Line of the Community Center and donations. Mr. Innes added that there are some shingles in the basement that were found to have asbestos in them, which will be removed prior to the start of the project. Mr. Innes also explained that a dehumidifier will be installed and the sprinkler system will be extended in the finished room.

H. Morse made a motion to allow Zachary Schuster to conduct his Troop Project as described with full support from the Town. Second. P. Consentino. 3/0/0.

Craig Schuster added that there are many Boy Scouts getting to the same point as Zachary and asked the Board of Selectmen to keep them in mind when there are projects that come up for the Town.

Old Business:

Approval of Police Dispatcher/Administrative Assistant Job Description

H. Morse made a motion to approve the Dispatcher/Administrative Assistant Job Description. Second. P. Consentino. 3/0/0.

Investment Policy Approval

Mr. Innes explained that the Town Accountant is reviewing the policy per the recommendation of the Town Attorney.

Trash/Recycling Status

Mr. Innes explained there has been improvement over the past week. Northside has leased new trucks so there has not been any oil spills. The Town Attorney has recommended making sure all complaints have been documented. In the meantime, Mr. Innes will price out other companies so that if there are other issues, it will be easy to contract with another trash company.

Voluntary Address Changes

Mr. Innes explained that he and Mike Murphy will be meeting with the residents of the following addresses to see if they will agree to a voluntary address change.

Street	Numbers	Change
Lakeside Drive	20, 20A, and 20B	Not in compliance with the Town E-911 ordinance and the driveway should be made a named Town Way.
Stickney Road	12, 12A, 12B, 14, 18, 18A	Should be named a Town Way and

		numbered appropriately.
Stickney Road	13A, 11	13A should become #11, #11 should become #9. These will be the only numbers affected on the street.
Chase Island Road	10A – F	Not in compliance with the Town's regulations and should be named a Town Way and numbered appropriately.
Palmer Road	16	Not in compliance with the Town's regulations. Should be changed from 16 Palmer Road to 16 Hemlock Heights Road to fit the numbering sequence.

Winter Maintenance Over-Expenditures – YTD

Mr. Innes informed the Selectmen the Winter Maintenance line is currently over-expended by \$29,000 which does not include the last two storms therefore that number will increase. Mr. Baldwin asked about whether or not Chief Murphy has submitted paperwork to FEMA and explained that the Town Administrator needs to keep copies of all the paperwork pertaining to this matter in the Town Administrator's office. Mr. Innes will touch base with Chief Murphy on the status of the paperwork submitted to FEMA and obtain copies.

Roofs on Town Buildings

Mr. Innes explained that there were ice dams on the Fire Station, causing leaking into the building, as well as dangerous icing formed on the Police Station, Library and Community Center. As a result, a decision was made to have the roofs shoveled off of all the town buildings. The total cost was in the amount of \$13,000 and the contractor used was Lambert Roofing who was awarded one of the roofing bids in the past, in order to avoid negating the warranties should anything happen to the roofs. The Board of Selectmen expressed concern with how this decision was made and would like to know about these needs and be involved in the approval process in the future.

Firewall

Mr. Innes explained the Town Hall is in need of a new firewall because the current firewall does not meet state standards. The cost of a new Firewall and implementation will be in the amount of \$1,799.00 and will come out of the IT Budget. Mr. Innes asked the Board of Selectmen for approval to spend this money. The Board of Selectmen approved this request.

Snow in the Road

Mr. Consentino asked whether or not a letter was written to Chief Bracket regarding the Police Department's responsibility to police snow being pushed across the road. Mr. Innes explained the letter has not been sent because there are issues to be worked out. The Selectmen asked Mr. Innes to send out the letter and let the Road Agent and The Police Chief work their issues out.

Announcements:

The Edwards Twins – Saturday May 16th

The Edwards Twins, hosted by the Lions Club, will be performing at the PAC on May 16th beginning at 5:30pm. Tickets can be purchased through the PAC.

New Business:

Live Free or Die 5000 Road Race

Mr. Innes asked the Board of Selectmen for approval to hold the 2nd annual Live Free or Die 5000 Road Race at Woodlock Park on July 11, 2015. The race is dedicated to our local hero Major Jeremy J. Graczyk and all proceeds will go into a trust for a scholarship for a Timberlane graduate. There will be police detail at the event.

H. Morse made a motion to approve the 2nd annual Live Free or Die 5000 Road Race scheduled to occur on July 11, 2015 beginning at Woodlock Park. Second. P. Consentino. 3/0/0.

DES Well Testing

Mr. Innes explained the Department of Environment Services is offering to conduct a gasoline-related testing of water supply wells at no cost to the resident. Letters will be mailed to about 200 homes (a list of addresses were provided to the Selectmen) and Mr. Innes will post on the Town Website. The DES has sent a list of the DES workers/vehicles to the Police Department for identification purposes.

Police Department Air Quality Issues

Mr. Innes explained that per the request of Chief Brackett, the air quality will be checked at the Police Department. There have been several Police Department employees, including the Chief, who have gotten sick and have complained about the air quality. There have also been particles found on the desk in the morning. The Board of Selectmen is fully supportive of this process. Mr. Morse suggested considering ultra violet light as a way to kill germs.

NH Children's Librarian of the Year

Mr. Baldwin announced that Kathy Watson, Director of Youth Services, at the Kimball Library has recently been awarded the NH Children's Librarian of the Year. The Board of Selectmen congratulated Ms. Watson on her accomplishments.

Assistant to the Town Clerk

Mr. Innes explained the Town Clerk would like approval from the Board of Selectmen to hire Shirley Harbor to replace the current Assistant to the Town Clerk at the rate of pay of \$14.00 per hour for a total of 20 hours per week. After six months and after a successful evaluation, the rate of pay should increase to \$14.25 per hour, then after another six months and another successful evaluation, the rate of pay should increase to \$14.75 per hour. Ms. Harbor has over 11 years of experience, excellent references, and has successfully passed her background check.

H. Morse made a motion to allow the Town Clerk to hire Shirley Harbor as Assistant to the Town Clerk at the rate of pay of \$14.00 per hour for a total of 20 hours per week. The rate of pay shall increase to \$14.25 per hour after six months from the date of hire and after a successful evaluation. The rate of pay shall increase to \$14.75 per hour after 12 months from the date of hire and after a successful evaluation. Second. P. Consentino. W. Baldwin questioned the need for this position and whether or not the office is busy enough. Mr. Innes explained the office is very busy and is in need of this position. 3/0/0.

Article 10

Mr. Consentino reminded residents to vote no on article 10 because it will increase the Town of Atkinson's tax bill by \$750.00 per year.

Future Dates:

- 3/10/2015 – Voting Day
- 3/12/2015 – Right-to-Know workshop – Plaistow Town Hall 7PM
- 3/13/2015 – St. Patrick’s Day Party – DiBurro’s 11am – 3pm
- 3/31-5/5/2015 – Archery Lessons Community Center 7:30PM – 8:30PM – Grade 4-Seniors
- 4/2/2015 – Senior Spring Luncheon Community Center – 12Noon – 2pm
- 4/4/2015 – Easter Egg Hunt – Woodlock Park 11am – Children to age 12
- 4/9/2015 – Newport Playhouse leave Community Center 9am – return 6pm
- 4/11/2015 – Boy Scout Electronics Recycling Fundraiser Community Center 8:00 – 12:00
- 4/14 & 4/16/2015 – AARP Driver Safety Community Center 9am – 12 Noon
- 5/2/2015 – Fishing Derby Community Center Registration 7:30am – Children to age 12

H. Morse made a motion to adjourn the Regular Meeting on March 9, 2015 at 8:41pm. Second. P. Consentino. 3/0/0.

Respectfully Submitted,
Amanda Lueders

William Baldwin, Chair

Phil Consentino

Harold Morse