

*Town of Atkinson  
Board of Selectmen  
Meeting Minutes  
June 1, 2015*

**W. Baldwin opened the Regular Meeting of Monday, June 1, 2015 at 7:48pm and led all present in the pledge of allegiance.**

**Members Present:**

W. Baldwin, Chair  
P. Consentino  
J. Grosky (late arrival)  
W. Friel  
H. Morse, Vice Chair

**Others Present:**

N. Gray, Garden Club  
B. Innes, Town Administrator  
J. LoPizzo, Elder Services Director  
J. Sanders, Garden Club

**Attendance:**

*Mr. Baldwin initiated a roll call for attendance:*

**Members Present**

W. Baldwin  
P. Consentino  
W. Friel  
H. Morse

**Members Absent**

J. Grosky (excused for a late arrival)

**Public Hearing:**

*Accept \$80,616.78 Fine Payment*

**P. Consentino made a motion to open a public hearing at 7:49pm. Second. H. Morse. 4/0/0.**

There was no input from the public.

**W. Friel made a motion to close the public hearing and to return to the regular meeting at 7:50pm. Second. P. Consentino. 4/0/0.**

**Jason Grosky joined the meeting at 7:51pm**

**P. Consentino made a motion to accept a fine payment in the amount of \$80,616.75 from Michael Saviano. Second. W. Friel. 5/0/0.**

**Approval of Consent Agenda:**

- 5/18/2015 – Workshop Meeting Minutes
- 5/18/2015 – Regular Meeting Minutes
- 5/18/2015 – Non-Public Meeting Minutes
- Donations
  - Elder Services Transportation - \$120.00
  - Elder Assistance - \$50
  - In memory of Margaret Perri - \$50
- Abatement:

Map/Lot	Address	\$	Recommendation:
Map 22/Lot 78	33 Hemlock Shore Drive	\$1,025.67 plus interest	Grant

**H. Morse made a motion to approve the consent agenda with amendments made to the 5/18/2015 Regular Meeting Minutes. Second. W. Friel. 5/0/0.**

**Appearances:**

***Garden Club Update – Jean Sanders and Nina Gray***

Ms. Sanders and Ms. Gray appeared before the Board of Selectmen to give an update on the Garden Club. Sunday, June 7<sup>th</sup> begins the annual national garden week. The club will be placing arrangements in the town hall lobby and in front of the Kimball Library. In the first week of May, the Garden Club went around and primped all the town plantings to get ready for the Memorial Day parade. The club has been researching ways to minimize maintenance because weeding has become more and more difficult for some members. The club is always looking for new members and Mr. Innes will post this need on the town website.

***Elder Services – Creating a Trust – Jean LoPizzo***

Ms. LoPizzo appeared before the Board of Selectmen to present the guidelines of the Elder Services Transportation Expendable Trust Fund to be as follows:

- Designated Purpose
  - Elder Services vehicle replacement.
  - Elder Service unanticipated vehicle maintenance.
- Donations will be held in Trust by the Atkinson Trustees of the Trust Funds.
- The Board of Selectmen
  - Will be named “Agents to Expend”.
  - Will receive and accept donations to the transportation program and forward them to the Trustees of the Trust Fund to be deposited directly into the Transportation Trust for purchase of an Elder Services’ vehicle or an unanticipated repair of an Elder Services’ vehicle.
  - Will consider authorizing the use of these funds based on the recommendation of the Elder Services’ Director.
- Donations accepted as unanticipated revenue for Elder Services’ Transportation will be deposited in this Trust Fund at initiation of the Fund. At that time, transportation donations will no longer be placed in a “donation” revenue line, which must be spent in the current year. Donations received prior to this Trust Fund’s start date will continue to be spent in support of the 2015 budget. It is not expected that there will be money remaining in the current unanticipated transportation revenue line, however unused transportation donations remaining at the end of the year will be rolled over to this Trust Fund at year end.

\*\*These guidelines have been approved by Terry Knowles.

**W. Friel made a motion to establish an Elder Services Transportation Expendable Trust Fund for the purpose of purchasing Elder Services’ vehicles and unanticipated repairs of an Elder Services’ Vehicle, as presented by Jean LoPizzo; and to name the Board of Selectmen as Agents to Expend. Second: P. Consentino. Per Ms. Snicer, the Trust Fund is intended solely for use of donation money and cannot be intermingled with taxpayer money. 5/0/0.**

**Old Business:**

***Appointments:***

Candidate	Committee	Term
Tim Dziechowski	Conservation Commission	3 years
Edward Stewart	Planning Board	3 years

**H. Morse made a motion to appoint Tim Dziechowski to the Conservation Commission for a term of 3 years ending April, 2018 and Edward Stewart to the Planning Board for a term of 3 years ending April, 2018. Second. J. Grosky. 5/0/0.**

***PD Radon Test/System Cost to Repair/Replace***

Mr. Innes explained that Granite State Analytical Services, LLC recently tested the Police Department water for radon. The results came back at 55,000 pCi/L which is well above the EPA limit of 4,000 pci/L. Based on these results, Mr. Innes asked Skillings & Sons, Inc. for a quote to remove the existing radon system and to replace with a new one. The quote came back in the amount of \$4,417.00. Per the Board of Selectmen, Mr. Innes will have the air tested in the bathrooms at the Police Department and the water tested in the Town Hall.

***Advertising for T/A Replacement***

Mr. Innes presented quotes from several different newspapers on the cost to advertise for the Town Administrator position. The cost will range between \$125 and \$1,300 per day depending on the newspaper. The Selectmen agreed that spending close to \$5,000 to advertise for this position seemed reasonable. Discussion occurred around using a recruiter to fill the position. Mr. Innes and the Board of Selectmen will look into the cost of using a recruiter. A workshop will be scheduled in between meetings if there is enough information to review, otherwise this topic will be added to the agenda of the next meeting.

***Windows at the Community Center***

Mr. Innes reviewed the quote received by Traynor Glass Co. Inc. to replace the windows at the Community Center to be in amount of \$330.00 per window. The Board of Selectmen advised Mr. Innes to put this in the budget for next year under Building Maintenance.

**New Business:**

***PD Extra Copy Machine***

Mr. Innes explained that the Police Department has an extra copy machine they would like to either offer to another department or put on Craig's List. Per the Board of Selectmen, Mr. Innes will check with Family Mediation, the School District, and the Charter Schools on whether or not they would like this copy machine.

***Northside Carting Recovery Plan***

Discussion occurred around the amount of dissatisfaction that exists with the trash pickup service provided by Northside Carting. Recently there were a total of 9 streets that were missed during the last trash pickup day. Mr. Innes explained that Northside Carting has proposed a new plan that effective June 1<sup>st</sup> there will be two trucks on Tuesdays doing trash pickup. Mr. Grosky pointed out section 12 of the Northside Carting contract where it states the town can deduct \$200.00 per missed street as a penalty.

**J. Grosky made a motion to deduct \$1,800 from the next Northside Carting bill which is the total of 9 missed streets at \$200 per missed street and to include a letter explaining the reason for the deduction per section 12 of the contract. Second. W. Friel. 5/0/0.**

**W. Friel made a motion to put the trash contract out for bid with the potential the town will be changing vendors. Second. P. Consentino. 5/0/0.**

***Community Center Sign***

Mr. Consentino explained there is a resident who would like to donate money to put a sign up at the Community Center. Mr. Consentino will ask the resident to design a plan for the sign keeping with the character of the town.

***Code Enforcement Officer***

**H. Morse made a motion to keep James Kirsch on as the Code Enforcement Officer up until September 1, 2015 or until the town finds a replacement whichever comes earlier. Second. P. Consentino. 5/0/0.**

***DRA – Tax Cards***

Mr. Innes explained that each year the DRA takes a sample of tax cards from the town to check for errors. Historically there have been no errors found and once again, there have been no errors found this year.

***Resignation – Crossing Guard – Linda Hale***

Cross Guard, Linda Hale has submitted her letter of resignation effective June 17, 2015. Mr. Consentino explained that Ms. Hale has done an excellent job and he is sorry to see her go.

**W. Friel made a motion to accept the resignation of Crossing Guard Linda Hale effective June 17, 2015.**

**Second: P. Consentino. 4/0/1. W. Baldwin abstained from the motion.**

**Announcements:**

- Mr. Grosky thanked all who were involved with the Memorial Day festivities.
- Mr. Consentino thanked all who attended the Edwards Twins performance.
- The Sandown Withdrawal Committee will be meeting on June 16<sup>th</sup> at 7:30pm at the high school.
- There will be a Search Committee put in place to search for a new Town Administrator. All those who are interested should contact Mr. Innes.

**Future Dates:**

6/30/2015 – Deadline for low/moderate property tax relief filing

**P. Consentino made a motion to recess the Regular Meeting of June 1, 2015 and go into a Non-Public session under RSA-91A3:C at 9:34pm Second. H. Morse. Roll Call Vote: W. Baldwin: Yes; P. Consentino: Yes; W. Friel: Yes; J. Grosky: Yes, H. Morse: Yes.**

**Return from non-public session at 9:51 PM**

**B. Friel made a motion to remove \$228.77 from the Elder Services Expendable Trust in support of a senior couple as presented by Mr. Innes in the non-public session. Second. P. Consentino. 4/0/1**

**B. Friel made a motion to adjourn the regular meeting at 9:55 PM. Second. P. Consentino. 5/0/0**

**Meeting adjourned at 9:51 PM**

Respectfully Submitted,  
Amanda Lueders

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William Baldwin, Chair

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Phil Consentino

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William Friel

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Jason Grosky

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Harold Morse, Vice Chair