

*Town of Atkinson
Board of Selectmen
Meeting Minutes
Wednesday October 14, 2015*

W. Baldwin opened the Regular Meeting of Wednesday, October 14, 2015 at 5:59pm and led all present in the pledge of allegiance.

Members Present:

W. Baldwin, Chair
P. Consentino
W. Friel
J. Grosky
H. Morse, Vice Chair

Members Absent:

Others Present:

B. Innes, Town Administrator
W. Patuto, Cemetery Trustee
D. Weymouth, Buildings Manager

Enter Non-Public Session:

- RSA 91-A:3 II (a) – Employee Compensation
 - Town Clerk
 - Tax Collector
- RSA 91-A:3 II (e) - Legal

J. Grosky made a motion to enter into a non-public session under RSA 91-A:3II(a)-Employee Compensation and under RSA 91-A:3 II(e)-Legal. Second. P. Consentino. Roll Call Vote: W. Baldwin: Yes; P. Consentino: Yes; W. Friel: Yes; J. Grosky: Yes; H. Morse: Yes.

W. Baldwin made a motion to return to the regular meeting at 7:00pm. Second. P. Consentino. 5/0/0.

W. Friel made a motion to increase the salary of the Town Clerk to \$51,321.00 and the salary of the Tax Collector to \$30,564.00, effective April 1, 2016 based on the budget being approved by the town vote and note that neither one would be eligible for a COLA. Second. P. Consentino. 5/0/0.

Old Business:

IT RFP

Mr. Innes explained that the Chair of the Technology Committee would like to stay with First Choice Networks. The library is very satisfied with them as well. There would be about a \$500 increase. Mr. Innes will bring solid numbers to the next meeting. Mr. Grosky would like to see the town website updated more regularly and would like to explore the option of paying someone to do so instead of using a volunteer.

Roof RFP

Mr. Innes has contacted AJ Wood and told them this will be going back out for bid since they cannot fulfill the RFP. The RFP has now gone out to 7 vendors and is being advertised in the Union Leader.

Elder Services Used Car

Mr. Innes obtained information from NHMA. Mr. Friel wants to make sure the town is very specific in following the rules and suggested to **pull the warrant article** to ensure everything has been done correctly. Mr. Innes will pull the warrant article.

Depot Sign

Mr. Pappalardo recommends using the larger panel at a total of cost of \$100.00. The Town has already agreed to pay half of the cost, so would be responsible for \$50.00. Per Mr. Consentino's recommendation, Mr. Innes will present the panel to the Forestry Department for approval.

New Business:

Town Administrator Search Committee Results

The search committee narrowed 92 resumes down to 13 candidates. Three people dropped out, so interviews were conducted on 10 candidates. The Search Committee has chosen the following 3 top candidates out of the 10:

1. Robin Frost – Town Manager of Gorham
2. Alan Phair – Atkinson Resident
3. Art Reed – Police Chief, Newfield, NH

The Board of Selectmen will hold a workshop at 7pm on Monday, October 19th to set up for the interviews. The interviews will be held on October 21st beginning at 5pm. Each interview will be scheduled for 45 minutes with a 15 minute break in between each one. The interviews will be done in public and on camera. The Board of Selectmen will go into a non-public meeting after the interviews to discuss final results.

Hunting in Atkinson

Mr. Consentino inquired about hunting in Atkinson since he was recently approached by a hunter who had questions. Mr. Innes explained only bow permits are issued in the town of Atkinson but no shot gun permits are issued. A map is also handed out the hunter.

Fence Down at Salem Road

Mr. Consentino inquired about the fence being down at Salem Road and why it has not been removed. Mr. Consentino also asked about whether or not the person who hit the fence had insurance to help pay for the cost and recommended involving the Police Department to pursue the matter. Mr. Innes explained that the Town's insurance company is handling the situation and following up with the other insurance company. Mr. Grosky feels as though it would be completely inappropriate to involve the Police Department because they are there to enforce the law and should not act as a collection agency. Discussion occurred around whether or not it was best to remove the fence due to safety reasons.

W. Friel made a motion for the Road Agent to take the fence down, clean up the area and put a guard rail up. Second. P. Consentino. 3/1/1. H. Morse abstained from the motion. J. Grosky is opposed to the motion because he feels the Selectmen are duplicating previous motions.

Sandown Withdrawal Committee

Mr. Grosky gave an update on the Sandown Withdrawal Committee. There were 50-70 people in attendance at the last meeting. There is a Sandown Board of Selectmen meeting scheduled for tomorrow night and there seems to be some data that will not be disclosed prior to this meeting.

Stop Sign Issue

Mr. Baldwin explained there are guidelines under the Manual on Uniform Traffic Control that the Town will be using to make a decision.

W. Friel made a motion to leave the stops signs as is at the intersection and to add more signage and look for ways to improve the stop signs. Second: P. Consentino.

Mr. Grosky explained he is against leaving a 3-way stop sign there because he does not believe there is enough volume to qualify for reasons to have a 3-way stop sign under the Manual on Uniform Traffic Control and the reason to originally put the stop signs there, which was to slow people down after a bumpy road was paved, is not a good reason. Mr. Grosky also feels as though the Consultant ducked what he was asked to do and thinks it would be better served to remove the stops signs on Island Pond Road and put a yellow light there. Mr. Grosky also thanked residents for coming to the public session and voicing their opinion but brought up the fact that if

100 other residents came in front of the Board asking for the same 3-way stop sign at another intersection in town, the Board will need to be consistent. Mr. Consentino and Mr. Baldwin disagree on the volume and believe there is enough volume to justify the need to a 3-way stop sign. Mr. Morse agrees the Engineer ducked the task and already had his mind made up prior to the public session and was not influenced by the residents who showed up. **4/1/0. Mr. Grosky is against the motion.**

Budget Review:

Cemetery

Mr. Friel recused himself from the this conversation

Mr. Patuto appeared before the Board of Selectmen to present the 2016 Cemetery Budget:

Account No.	Description	Budget	Proposed	Change	Reason for Change
41951.110.00	Wages	11,730	21,600	80.87%	The person working 40 weeks per year is now making \$14.00 per hour and this amount includes an additional position in the amount of 10 hours per week at \$12.00 per hour.
41951.220.00	FICA	727	1,339	80.88%	Follows changes in wages
41951.225.00	Medicare	170	313	81.18%	Follows changes in wages
41951.390.00	Other Professional Services	13,000	19,500	61.54%	Includes 13,000 for full burials and cremations and 6,500 in a survey of roads/drainage
41951.650.00	Care of Grounds	18,000	21,475	33.33%	Includes 18,000 for mowing, materials, etc. and 13,475 to open a new section. This total comes to \$31,475 minus \$10,000 from the cemetery capital reserve = \$21,475.
41951.820.00	Mileage	125	500	300.00%	Staff has not been submitting mileage but will do so now.

P. Consentino made a motion to accept the Cemetery Budget as final in the amount of \$66,928. Second. W. Baldwin. 2/2/0. H. Morse and J. Grosky opposed the motion. Motion Fails.

J. Grosky made a motion to remove \$6,500 from Other Professional Services and to remove \$3,475 from Care of Grounds, and to reduce the mileage line to \$350. Second: H. Morse. 2/2/0. H. Morse and J. Grosky opposed the motion. Motion Fails.

H. Morse made a motion to put \$9,975 in a warrant article which includes the \$6,500 from Other Professional Services and \$3,475 from Care of Grounds. Second: J. Grosky. 3/1/0. P. Consentino is opposed.

Buildings

Mr. Weymouth appeared before the Board of Selectmen to present the 2016 Buildings Budget:

Account No.	Description	Budget	Proposed	Change	Reason for Change
41941.110.00	Maintenance Supervisor	19,350	19,737	2.00%	COLA increase
41941.220.00	FICA	1,200	1,224	2.03%	Follows salary increase
41941.225.00	Medicare	281	286	1.93%	Follows salary increase
41941.390.00	OPS	1,450	1,600	10.34%	Geothermal VFD
41941.410.00	Electricity	10,000	12,110	21.10%	Due to increase in rates

41941.413.00	Septic System	124	150	20.97%	Need new one
41942.430.00	General Maintenance	3,900	8,400	115.38%	Change waterproof lights to \$1,500.

J. Grosky made a motion to set the bottom line of the Buildings Budget to \$138,680. Second. H. Morse. 5/0/0.

Executive

Mr. Innes presented the 2016 Executive Budget:

Account No.	Description	Budget	Proposed	Change	Reason for Change
413101.690.00	Miscellaneous	1,200	1,500	25.00%	Take this back down to 1,200

W. Friel made a motion to approve the Board of Selectmen’s Budget for 2016. Second. H. Morse. 5/0/0.

Accounting and Financial

Bookkeeper salary has been adjusted with a 2% COLA except for Elected Officials. The bookkeeper is also budgeted with \$500 of planned overtime. Mileage for the bookkeeper has gone up as well due to training. Health Insurance goes up because the Bookkeeper is moving to a family plan.

P. Consentino made a motion to approve the Accounting and Financial budget for 2016 in the amount of 92,300. Second. J. Grosky. 5/0/0.

Auditing

For auditor and contractual growth.

J. Grosky made a motion to approve the Auditing budget for 2016 in the amount of 13,200. Second. H. Morse. 5/0/0.

Assessing

Annual fees and maps and in the 5th year of our assessing which requires mailings to be sent out and a statistical update.

H. Morse made a motion to approve the Assessing budget for 2016 in the amount of 54,984. Second. W. Friel. 5/0/0.

Treasury

This is for bank service fees. Mr. Innes will ask Mike to look into other banks.

H. Morse made a motion to increase the Assistant Treasurer and Treasurer salary by 10% since they are elected officials and deserve an increase along with the other elected officials, effective 2016 with no COLA. Second. P. Consentino. 4/1/0. J. Grosky is opposed.

H. Morse made a motion to approve the 2016 Treasury budget in the amount of \$4,960. Second. W. Friel. 4/1/0. J. Grosky is opposed.

Computers

Hold off until solid numbers are obtained.

Budget Committee

Mr. Innes explained the Budget Committee has not given him any numbers so he left it as is.

J. Grosky made a motion to approve the 2016 Budget Committee Budget in the amount of \$862.00. Second. H. Morse. 5/0/0.

Legal Services

J. Grosky made a motion to approve the 2016 Legal Services Budget in the amount of \$36,250. Second. P. Consentino. 5/0/0.

Personnel Admin

P. Consentino made a motion to approve the 2016 Personnel Admin Budget in the amount of \$72,710. Second. H. Morse. 5/0/0.

Other Insurance

J. Grosky made a motion to approve the 2016 Other Insurance Budget in the amount of \$76,284. Second. W. Friel. 5/0/0.

Advertising/Regional

W. Friel made a motion to approve the 2016 Advertising/Regional Budget in the amount of \$6,526. Second. J. Grosky. 4/0/0.

Health Admin

W. Friel made a motion to approve the 2016 Health Admin Budget in the amount of \$5,792. Second. J. Grosky. 4/0/0.

Health Agencies

The Board of Selectmen decreased American Red Cross to \$300.00, decreased Center for Life Management to \$1.00, Removed Greater Salem Care Givers, decreased CASA to \$300.00, and removed the Sad Café.

W. Friel made a motion to approve the 2016 Health Agencies Budget in the amount of \$28,242. Second. J. Grosky. 5/0/0.

Long-Term Debt Interest

H. Morse made a motion to approve the 2016 Long-Term Debt Interest Budget in the amount of \$49,300. Second. P. Consentino. 5/0/0.

Long-Term Debt Principal

J. Grosky made a motion to approve the 2016 Long-Term Debt Principal Budget in the amount of \$85,000. Second. H. Morse. 5/0/0.

2016 Budget Review

Topic will be discussed at the next meeting.

P. Consentino made a motion to adjourn the Regular Meeting of October 14, 2015 at 9:35pm. Second. H. Morse. 5/0/0.

Respectfully Submitted,
Amanda Lueders

William Baldwin, Chair

Phil Consentino

William Friel

Jason Grosky

Harold Morse, Vice Chair