

*Town of Atkinson  
Board of Selectmen  
Meeting Minutes  
August 15, 2016*

**H. Morse opened the Regular Meeting of Monday, August 15, 2016 at 7:30pm and led all those present in the Pledge of Allegiance.**

**Members Present:**

P. Consentino, Vice Chair  
W. Friel  
J. Grosky (Late Arrival)  
H. Morse, Chair

**Members Absent:**

W. Baldwin (excused)

**Others Present:**

R. Cavalear, 250<sup>th</sup> Anniversary Committee  
M. George, Northside Carting  
S. Ober, 250<sup>th</sup> Anniversary Committee  
A. Phair, Town Administrator  
D. Richard, 250<sup>th</sup> Anniversary Committee  
E. Stewart, Road Agent

**Approval of Consent Agenda:**

- Minutes:
  - 8/1/2016 Regular Meeting Minutes
  - 8/8/2016 Non-Public Meeting Minutes
- Donations:
  - Elder Services Transportation - \$515

**P. Consentino made a motion to approve the Consent Agenda of 8/15/2016 as submitted. Second. J. Grosky. 4/0/0.**

**Appearances:**

***250<sup>th</sup> Anniversary Logo and Commemorative License Plate***

Ms. Ober, Ms. Richard, and Ms. Cavalear appeared before the Board of Selectmen to present a final 250<sup>th</sup> Anniversary logo design for approval and a commemorative license plate design for approval. The logo presented is only meant for the 250<sup>th</sup> Anniversary and is not a Town logo. The design of the logo consists of a view of Atkinson meant to give a “homey” feel. The picture includes a house, the Congregational Church, and Atkinson Academy. The house, in the picture, belongs to Mr. Lewis (Atkinson resident) and was chosen because it is a historical home. Mr. Lewis gave permission to use his house in the logo. The majority of the Selectmen did not like the idea of using a personal residence on the logo, but agreed the Committee did not need their approval and could use whatever logo they wanted.

The group moved on and presented two license plate designs, one with a green background and the other with a white background. Ms. Cavalear has been heading up a fundraiser for the 250<sup>th</sup> anniversary celebration, where license plates will be sold in the amount of \$30.00 each. Per RSA 261:91-a, The license plates will only be good for one year, in the year of 2017, the vehicle must be that of an Atkinson resident, must be used as a front license plate, original front license plate must be carried inside the car at all times, and the vehicle has to be registered and inspected. The license plates will be manufactured by the Rockingham Correctional Facility and only 100 will be ordered at first, which need to be paid for up front. Money to buy the plates will come from the Atkinson Women’s Club. Upon approval by the Board of Selectmen, a letter along with a picture of the license plate will need to be sent to the Commissioner’s Office, who upon approval will contact Law Enforcement and Inspection Services. Ms. Snicer will work on the letter. If approved, Ms. Cavalear will begin selling the plates at the car show in September, the Holiday Fair in December, and out of the Town Clerk’s office. Ms. Cavalear has verified with the Secretary of the State’s Office that selling the plates out of the Town Clerk’s office is fine. The license plates will be numbered in the back and tracked by Ms. Cavalear.

**W. Friel made a motion to accept the license plate with the green background as presented by Ms. Cavalear. License plates will be purchased up front and money to purchase them will come out of the**

**Atkinson Women's Club budget. Each license plate will be sold in the amount of \$30.00 each and all money will be used towards the 250<sup>th</sup> anniversary celebration. Second. H. Morse. 2/1/1. J. Grosky is against the motion and P. Consentino abstained from the motion.**

***Mark George – Northside Carting***

Mr. George appeared before the Board of Selectmen to address the concern of Northside Carting trucks leaking oil and hydraulic fluid on Town roads.

Mr. Morse began by explaining that he realizes problems happen, but there has been several complaints received regarding the spills and that he has noticed it himself. Mr. Morse explained he would like to find a resolution to the problem and suggested to Mr. George that perhaps training the workers in the back of the truck to be more aware of spills will avoid oil being spread over a vast area.

Mr. Consentino expressed his dissatisfaction with Northside Carting thus far and explained the owner of the company assured the Board of Selectmen there would be no more problems when he appeared before them last year. Mr. Consentino went on to explain that if he receives one more complaint regarding an oil spill, he will go to the DES. Mr. Consentino also explained he has witnessed the trucks zig zagging on the streets and how that is completely unacceptable and unsafe.

Mr. Phair commented that he has seen Northside Carting workers put Speedy Dry on the oil spills in an attempt to absorb the residue.

Mr. Stewart made a suggestion that the trucks be inspected first thing in the morning by Town Employees at the Town Garage as a short term solution to the problem. He also suggested asking Northside Carting for a copy of their equipment inventory and capital improvement plan.

Mr. Grosky explained he has read through the Northside Carting contract and does not see much recourse besides breaking the contract. He went on to explain, when the town contracted with Northside Carting, it was to save a great deal of money, and that sometimes cutting costs can lead to a cut in service. To tie into Mr. Stewart's point, Mr. Grosky pointed out section 6 of the contract where it says the vendor needs to provide evidence of reliable equipment.

Mr. George responded by stating that Northside Carting takes their customer complaints very seriously and agrees the spills should not be happening week after week and that the Drivers should be more proactive. Mr. George explained the current process, in the mornings, is for the driver to perform a thorough inspection of the truck which gets logged in, and then reviewed by a Supervisor. Mr. George confirmed that new trucks have been purchased over the past few years, but the newer trucks are the ones causing more of the problems. Different trucks are used for trash pick-up in the Town of Atkinson. Going forward, Mr. George will provide a report to the Board of Selectmen that includes equipment inventory and capital improvement as well as a weekly report of oil spills along with truck numbers. Mr. George will also address the complaint about zig zagging.

**Announcement:**

***Passing of Meredith Reynolds***

Mr. Consentino announced, with regret, the passing of Meredith Reynolds. Mr. Reynolds was predeceased by his wife about four months ago. He was once a Selectman for the Town of Atkinson. The Board of Selectmen sent their condolences to the family.

**Old Business:**

***Assistance to Locate "In-Hand" Service – W. Baldwin***

Mr. Phair explained that no service has been completed yet.

***Consider a Stipulation for a Waiver of Road Race Fees***

Mr. Phair asked for the authority to waive road race fees in the amount of \$50.00 or less. Any fee in excess of \$50.00, will come before the Board of Selectmen for approval.

**J. Grosky made a motion to give the Town Administrator the authority to waive any road race fee in the amount of \$50.00 or less. Any fee in excess of \$50.00 should come before the Board of Selectmen for approval. Second. P. Consentino. 4/0/0.**

***Timberlane School District Capital Improvement Committee needs a Representative – J. Grosky***

Mr. Grosky did not have any new information to report on this subject.

***High Hill Tower (update) – A. Phair***

Mr. Phair has recently spoken with Ivan Page from SBA and explained things are behind due to disagreements between parties involved. Most of the delay is from SBA.

***Position Openings – Assistant Bookkeeper, Code Enforcement Officer***

Mr. Phair explained he has placed an ad for these two open positions with the NH Municipal Association. He has recently had a conversation with a person interested in the Code Enforcement Officer position. The closing date for the Code Enforcement Officer is on October 7<sup>th</sup>. It is not as urgent for the Assistant Bookkeeper position.

**New Business:**

***Fence Issue Providence Hill***

Mr. Stewart appeared before the Board of Selectmen to discuss a fence that has been put up without a permit that is in the right-of-way. The property is on the corner of Sunset Drive and Providence Hill Road. Mr. Stewart is concerned about damage to the fence during plowing operations on Providence Hill Road and would like the Board of Selectmen to authorize the Code Enforcement Officer to request the fence be removed by the owners.

**W. Friel made a motion to authorize the Code Enforcement officer to send a letter to the owners of the property in question to remove their fence within 30 days. The letter should also state that if the fence is not removed within 30 days, then the Town of Atkinson will remove the fence at the owner's expense. Second. P. Consentino. 4/0/0.**

Mr. Phair will explain this task to the Code Enforcement Officer.

***Salt Bids***

Mr. Stewart announced that the salt bids have come in at the state level and the cost did not go up at all.

***Parking Issue***

Mr. Stewart explained he recently had a meeting with the Police Chief and the Fire Chief about a parking issue in front of the school. At the end of the school day, many parents/guardians line up along the street waiting to pick up their children. The Police Chief and Fire Chief would like to put up “no parking” signs along the road. In order to facilitate this action, the Board of Selectmen will need to send a letter to the Traffic Bureau. The Board of Selectmen was unanimously against this idea and will not make a motion to support this or write a letter.

***Salary Matrix***

Mr. Phair explained that the data in the Salary Matrix matches the current data in NHMC so not much work needs to be done on the matrix besides adding a COLA in, if approved.

***Over Expenditure Approvals***

Mr. Phair presented the following over-expenditure requests to the Board of Selectmen for approval:

Department	Line#	Line Description	Amount	Notes
General Government	41302.560.00	Dues/Subs/Memberships	\$200	Cost of Primex was unanticipated in the budget
Accounting	41501.110.00 41501.230.00	Town Bookkeeper Retirement	\$2,200	Errors made during budget cuts by Budget Committee
Planning & Development	41911.390.00	Professional and Technical Services	\$184	Annual contract for Rockingham Planning Circuit Rider is \$8,184. Amount budget for 2016 was \$8,000.

**P. Consentino made a motion to approve the over-expenditure requests as presented by Mr. Phair. Second. W. Friel. 4/0/0.**

***Letter from Tax Assessor***

A letter recently went out from the Tax Assessor to all property owners explaining the Statistical Update, which is performed every five years. Per Mr. Grosky, the first bill will cause those residents to pay \$500.00 and that it would have been nice to have been notified in advance of the letter going out by the Assessor, to the Board of Selectmen so it could be proactive and let people know ahead of time. Mr. Phair will post an explanation of the letter on Social Media, the Town Website, and will send a global email.

***New Employee at the Kimball Library***

Mr. Phair announced that Emma Cross has been hired at the Kimball Library as a part-time employee.

***Next Meeting – August 29<sup>th</sup> – Budget Meeting***

The next scheduled Selectmen’s meeting is a budget meeting. Mr. Phair will speak to Ms. Snicer on how this is usually handled.

***Westside Drive Resident – Dioxane***

A resident on Westside Drive has inquired about their Dioxane levels. Per Mr. Morse, Mr. Phair will contact the water company and ask to speak to Charlie Lanza, who will have the names and phone numbers of the state contacts the residents should speak to.

**Future Dates:**

- 8/18/2016 – Elder Services Cookout starting at 5PM followed by Ice Cream Social and Summer Concert. Kimball Library Courtyard Cookout tickets for drink, Hot Dog or Burger & Chips &3. Children 7 or under \$5 for others.
- 9/5/2016 – Annual Labor Day Antique Truck & Car Show 10am – 2pm Town Center
- 9/9/2016 – TRHS Alumni 50<sup>th</sup> Birthday Celebration Sports 4 – 6:30PM
- 9/10/2016 – TRHS Full day of events TRHS & PAC Open House
- 9/15/2016 – CPR/AED Training 1PM to 3PM Atkinson Fire Station \$40
- 9/21/2016 – CPR/AED Training 7PM to 9PM Atkinson Fire Station \$40

**P. Consentino made a motion to adjourn the Regular Meeting of August 15, 2016 at 9:22PM. Second. J. Grosky. 4/0/0.**

Respectfully Submitted,  
Amanda Lueders

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Harold Morse, Chair

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Phil Consentino, Vice Chair

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William Friel

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Jason Grosky

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William Baldwin