

**Town of Atkinson  
Board of Selectmen  
Regular Meeting 7:30 P.M.  
Monday, February 22, 2010**

**Open Regular Meeting:**

Chairman F. Childs opened the Regular Meeting of the Town of Atkinson Board of Selectmen at 7:35 p.m. and led those assembled in the Pledge of Allegiance. Chairman Childs announced that Selectman Bennett would not be present due to illness.

**Members Present:**

F. Childs, Chairman  
W. Friel

**Others Present:**

P. Smith, Town Administrator

**Approval of Minutes**

- *February 8, 2010 Regular Meeting* – The Board reviewed the Minutes.

**Selectman Friel made a Motion to approve the Minutes of the February 8, 2010 Regular Meeting as submitted. Chairman Childs seconded the Motion and the Board voted two in favor, with Selectman Bennett not present, to approve the Minutes as submitted.**

- *February 8, 2010 Special Meeting* - The Board reviewed the Minutes.

**Selectman Friel made a Motion to approve the Minutes of the February 8, 2010 Special Meeting as submitted. Chairman Childs seconded the Motion and the Board voted two in favor, with Selectman Bennett not present to approve the Minutes as submitted.**

- *February 1, 2010 Regular Meeting* – The Board reviewed the Minutes.

**Selectman Friel made a Motion to approve the Minutes of the February 1, 2010 Regular Meeting as submitted. Chairman Childs noted one correction; on Page 3 in the third paragraph, Deliberative Session, the number of voters should be 5000, not 4000. Selectman Friel changed the Motion to approve the Minutes of the February 1, 2010 Regular Meeting as corrected. Chairman Childs seconded the Motion and the Board voted two in favor, with Selectman Bennett not present to approve the Minutes as amended.**

*September 21, 2010 Regular Meeting* – The Board set aside the Minutes of the September 21, 2010 Regular Meeting.

**Appearances: None**

**Old Business: None**

**New Business:**

- *Janitorial Services* – The low bidder for the cleaning contract, ABM Janitorial Services informed the Board that he would not be able to provide services in his February 18, 2010 letter. Mr. Weymouth, Maintenance Supervisor, contacted Atkinson Cleaning Company and informed the Board in his email of February 19, 2010, that Atkinson Cleaning Company agreed to take the contract at \$13,000.00, a lower amount than previously bid.

**Chairman Childs made a Motion to award the bid for janitorial services to Atkinson Cleaning Company in the amount of \$13,000 for the remainder of the year. Selectman Friel seconded the Motion and the Board voted two in favor, Chairman Childs and Selectman Friel, to award the contract to Atkinson Cleaning Company.**

- *Partial Bond Release (Little River)* – The Board reviewed the report from Keach Nordstrom dated January 22, 2010.

**Chairman Childs made a Motion for a Partial Bond Release in the amount of \$18,616.13, retaining 10% of the original balance of \$147,790.00 (\$14,776.96) pending Town acceptance of the road. Selectman Friel seconded the Motion and the Board voted two in favor, Selectman Friel and Chairman Childs with one absent, Selectman Bennett for a Partial Release of the Bond as stated in the Motion.**

Selectman Friel noted an approximate \$2,000 surplus and was informed that the \$2,648.11 was accrued interest on the passbook account.

- *Fire Department Clerk Job Description* – Mr. Smith gave the job description to the Board.

**Chairman Childs made a Motion to hire Mr. John Rockwell as the Fire Department Clerk at the rate of \$13.00 per hour according to the job description. Selectman W. Friel seconded the Motion, and the Board voted two in favor, Selectman Friel and Chairman Childs with one absent, Selectman Bennett to hire Mr. Rockwell.**

*Primex: Sample Volunteer Service Statement  
Sample Workers Compensation Incident Reporting Procedure*

Chairman Childs stated that the samples given to Mr. Smith by Primex were different than the current documents and requested that the Sample Volunteer Service Statement and the Sample Workers Compensation Incident Reporting Procedure be set aside until Selectman Friel had had a chance to review them.

## **Announcements**

Chairman Childs sent condolences to Chief Consentino's wife, Jodie, he was sad to say that Mrs. Consentino has had two deaths in her family in the past couple of weeks, her younger brother Jay passed on February 6, 2010 and her older brother Brian passed on yesterday and that it was a tough thing to take losing two members of your family in such a short time.

Chairman Childs announced that he would like to give a pat on the back to the Energy Committee and Michelle Veasey, she had applied for some grants in the amount of \$23,900 and the Town stands a good chance of getting them. The grant is for checking the energy for all the buildings, Community Center, Fire Station, Police Station, Highway Garage, Town Hall, Kimball House, Kimball Library and the Family Mediation Building, so good work, Michelle.

## **Correspondence:**

- *House Re-Numbering (Submitted by Chief Murphy)* – Mr. Friel stated that since he was called away on a family emergency and just returned, that he had not had a chance to review Mr. Murphy's report and requested that it be set aside.

- *Building Department Notice to Dunkin Donuts Project* – Chairman Childs requested the status of the Dunkin Donuts site. Mr. Smith informed him that according to the report of Robert Jones, Code Enforcement Officer, the site was in compliance.

**Selectman W. Friel made a Motion to extend the temporary occupancy permit of Q & D Donuts an additional thirty (30) days in accordance with the original conditions as set forth in the January 13, 2010 letter of SFC Engineering Partnership and the vote of the Selectmen at the January 18, 2010 meeting. Chairman Childs seconded the Motion and the Board voted two in**

**favor, Selectman Friel and Chairman Childs with one absent, Selectman Bennett, to extend temporary occupancy for thirty (30) days.**

**Town Administrator's Report** – The Board reviewed the report.

- *Primex* – Mr. Smith reported that insurance costs are up this year due to the new fire station but should be less next year because the Town was losing a big claim. Mr. Smith also informed the Board that Primex gave him a guideline sheet to make the Town more “premium friendly”. In accordance with Primex recommendations, he was instituting a Joint Loss Management Committee and had two volunteers in place. He was also bringing all forms and job descriptions up to date and this project should be finished by the middle of March.

He had also sent an email to all Department Heads regarding a bi-monthly meeting of all department heads and a quarterly meeting of the Joint Loss Management Committee

- *Area Selectmen's Meeting* – March 16, 2010 is the selected date and everyone should be able to attend.

**Other Business:**

- *Town Report Cover* – Chairman Childs reported that the cover was ready and the reports will be sent out next week.

Mr. Smith reported that Mr. Tom Dunn of the New Hampshire local government center would appear at the next meeting to make a presentation regarding insurance.

Chairman Childs asked if there was any more business. There was none. Chairman Childs reminded the audience that Election Day was March 9, 2010.

**Chairman Childs made a Motion to adjourn the February 22, 2010 meeting of the Town of Atkinson Board of Selectmen at 7:51 p.m. Selectman William Friel seconded the Motion and the Board voted two in favor, with Selectman Bennett absent to adjourn.**

***Respectfully submitted by Karen Wemmelmann***

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Fred J. Childs, Jr.

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William G. Friel

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William M. Bennett