

*Town of Atkinson
Board of Selectmen
Meeting Minutes
November 21, 2011*

F. Childs opened the Regular Meeting of Monday, November 21, 2011 at 7:33pm in the Atkinson Town Hall and led all present in the Pledge of Allegiance.

Members Present:

F. Childs, Jr.
C. Schuster

Others Present:

P. Consentino, Police Chief, Atkinson Police Department
A. Dillon, Treasurer, Atkinson Historical Society
T. Dziechowski, Chair, Conservation Committee
F. Kulik, Presidnet, Atkinson Historical Society
A. Phair, Chair, Library Trustees
B. Snicer, Administrative Assistant

Approval of Minutes:

F. Childs made a motion to approve the minutes of Regular Meeting November 21, 2011 as corrected. Second: C. Schuster. 2/0/0.

Appearances:

Kimball House – Adele Dillon and Fred Kulik

Ms. Dillon and Mr. Kulik appeared before the Board of Selectmen to inquire about a discussion that occurred at the Monday, November 14th BOS meeting regarding the possibility of closing down Kimball House for the winter and shutting off the heat. Mr. Childs explained the suggestion was made due to Kimball House having no storm windows on the building, which were taken off to paint. The painting project has currently been put on hold and there is concern with putting the storm windows back on, only to take them off next year to scrape and paint. Ms. Dillon expressed her concern with shutting the building down because without heat, the building will become damp which could potentially damage important paperwork and fabrics. Ms. Dillon suggested the storm windows be put back on through the winter to preserve the building. Mr. Phair and Mr. Dziechowski were also present and both agreed with Ms. Dillon’s suggestion. Mr. Childs will touch base with Mr. Friel and get an answer back to Ms. Dillon by Wednesday, November 23, 2011 regarding the status of the storm windows.

Bids:

Mr. Childs opened and reviewed the following bids:

Catch Basin Cleaning

\$120.00/hour	Bellemore Catch Basin Maintenance P.O. Box 10369 Bedford, NH 03110	(603) 641-6640 (o) (603) 641-6610 (f) Raymond@bellemore.com	One Vactor truck and operator One-way travel if less than 2 days, no charge if three or more days
\$99.00/hour	Felix Septic Service 40 Winter Street Manchester, NH 03102	Ryan Bedard (603) 623-7907 (o) (603) 645-5233 www.felixseptic.com	8 hours @ \$792.00

Crack Sealing:

Bedford Sealcoating P.O. Box 10475 Bedford, NH 03110	James A. (603) 472-4002 (o) (603) 429-4200 (f)	\$1.72/lb	
Sealcoating, Inc. 120 Industrial Park Road Hingham, MA 02043	Elizabeth Wuori (781) 749-6802 (o) (781) 749-2654 (f)	\$1.71/lb	

Mowing Bids:

David W. Marden Landscape Maintenance P.O. Box 67 Newton Junction, NH 03859	David W. Marden (603) 382-8950	\$29,755.00	\$26,500.00	\$56,255.00
CMI Property Solutions P.O. Box 1451 Hampton, NH 03843	Robert Bellavance (603) 319-1661 (o) (603) 303-4338 (c) Robert @ cmipropertyolutions.com	\$23,050.00	\$13,650.00	\$36,700.00

Line Painting:

HiWay Safety Systems, Inc. 9 Rockview Way Rockland, MA 02370	Cheryl McCormack cmccormack@hiwayss.com Ron Beaudoin rbeaudoin@hiwayss.com (781) 982-9229 (o) (781) 982-9226 (f)	\$4,119.44 \$4,112.57 \$8232 .01	68,772 lf 4" double yellow 137,544 lf 4" single white
Seal-Tec Asphalt Coatings, Inc. 3 Sanborn Road Londonderry, NH 03053	Scott Mason (603) 437-5133 (o) (603) 434-5134 (f)	\$4,779.65 \$5,295.44 \$10,075.09	68,772 lf 4" double yellow 137,544 lf 4" single white

Road Improvements:

Brox Industries, Inc. 1471 Methuen Street Dracut, MA 01826- 5439	Edward Forcier Michael M. Reilly (978) 454-9105 (978) 805-9719 (f)	\$68.30/T (includes Tack)	\$110. 00/T	±\$.055/T for every ±\$1.00 per liquid ton over/under \$612.50
Pike Industries, Inc. 3 Eastgate Park Road Belmont, NH 03220	Chris Matheson (603) 527-5100 Cmatheson@pikeindu stries.com	\$74.50/T		2,590 tons = \$192,955.00
R & D Paving 41 Sterling Drive Franklin, NH 03235	E. Andrews (603) 934-6745 (o) (603) 998-0202 (c) (603-934-2999 (f)	\$71.71/T		2,590 tons = \$185,728.90

Tree Removal:

Mayer Tree Service P.O. Box 203 North Andover, MA 01845	Jeff Thomas (978) 686-1790 (o) (978) 500-4912 (c) jthomas@mayertree.com	\$167.00/hour \$1,336.00/day	One 50' to 65' boom, Forestry package One Chipper Two-man Crew
Turner Tree Service 256 Salem Street Woburn, MA 01801 602 Collettes Grove Road Derry, NH 03038	(781) 935-8733 (o) (603) 434-9663 (o) jturnertree@verizon.com	\$90.00/hour \$720.00/8-hour day \$135.00/hour \$1,080.00/8-hour day \$38.00/hour \$304.00/8-hour day	57' Bucket Truck w/12-yd chip body; One operator 57' Bucket truck w 12-yd chip body; 12" chipper; One operator Arborist

Budgets:

Town Administrator

Ms. Snicer expressed concern regarding the 2012 Town Administrator budget which has not been developed and is to be presented to the Budget Committee on Tuesday, November 22nd. Mr. Childs explained last year's Town Administrator budget could be presented.

Bids:

Award Bid: Gasoline & Diesel Fuel

F. Childs made a motion to reject all bids received for Gasoline and Diesel Fuel. Second: C. Schuster. 2/0/0.

New Business:

Mill Stream Bridge Repair Proposal

Ms. Snicer explained a Scope of Work needs to be drafted in order to send this project out for bid. Mr. Schuster requested Ms. Snicer send out an RFP.

Approval carryover of East Road Phase II Article #2010-13

C. Schuster made a motion to approve the Recreation Committee's request to carry over the remaining East Road Phase II article (Article # 2010-21) money into fiscal year 2012. As of November 18, 2011, there remained \$17,889.31. Second: F. Childs. 2/0/0.

C. Schuster made a motion to approve carrying over the balance of the article for repairs at the Community Center (Article #2011-5). As of November 18, 2011, there remained \$9,400.00. Second: F. Childs. Vote: 2/0/0.

Appearances:

Police Repeaters – Chief Consentino

Chief Consentino appeared before the Board of Selectmen to obtain approval to purchase two police repeaters in the amount of \$6,656 or \$7,456 if two licenses are needed.

F. Childs made a motion for Chief Consentino to spend \$6,656 for the purchase of two repeaters with one license. Second: C. Schuster. 2/0/0.

Restricted Letters – Chief Consentino

Chief Consentino also appeared before the Board of Selectmen to address two restricted letters he recently received, one regarding the retirement of Officer Farrar, and the other regarding Trustys in the Police Department. Mr. Childs explained the Selectmen have recently discovered Officer Farrar has been working part-time even though it was told to them he has retired and has been replaced by a new full-time officer. The Selectmen have also received Officer Farrar’s retirement paperwork. The Chief explained even though Officer Farrar has retired as a full-time officer, it is common practice for a retired officer to work part-time. The Chief explained that he decided to keep Officer Farrar as a part-time officer 8-10 hours per week. Mr. Childs and Mr. Schuster explained the proper steps have not been taken to allow Officer Farrar to work in the Town of Atkinson as a part-time officer and instructed Chief Consentino to submit an application to the Board if he wished to add another part-time officer. Until the Selectmen approve that request, Officer Farrar no longer works for the Town of Atkinson.

The Chief also addressed the letter he received regarding Trustys from the Rockingham County Jail working for the Police Department and went on to describe the program to the Selectmen and highlighted reasons to have the program. Mr. Childs explained the Selectmen agree the Work Release program is a good one, however it does have costs associated with it for the Town. The Chief argued the cost of this program is low at \$10.00 per day to feed the trusty, yet Mr. Schuster explained there is evidence leading the Selectmen to believe it actually costs much more due to paying an officer over-time to pick up/drop off the trusty at the jail in Brentwood. Chief Consentino will send Mr. Schuster an email detailing the exact cost of the program. The Selectmen also instructed Chief Consentino to cancel the trustee until further notice to allow Mr. Schuster a chance to review the data. Ms. Snicer will contact the cleaning company to initiate cleaning of the Police Department two times per week.

Air Quality in the PD

Chief Consentino asked about the status of the repairs to improve the air quality of the Police Station. Mr. Childs explained that only one proposal was received in response to the RFP, and that one exceeded the money available for this repair. He continued, that a second proposal was received after the deadline for the second extension of the RFP, and that this was being reviewed.

PD SOP

Chief Consentino asked whether or not he should use the revised copy or old copy of the department’s Standard Operating Procedures. Mr. Schuster explained he has not seen either copy. Ms. Snicer will get a copy to the BOS.

Budget

Chief Consentino asked whether or not he needed to present a revised budget to the BOS or should he present what he has to the Budget Committee. Selectmen instructed the Chief to present what he has already submitted.

5-year plan

Chief Consentino asked if Mr. Schuster had a chance to review the 5 year plan he sent electronically. Mr. Schuster explained the plan seemed like a wish list and requested Chief Consentino to submit a basis for the improvements.

Library Construction – Allan Phair

Mr. Phair appeared before the Board of Selectmen to obtain approval to allow certain construction be performed at the Kimball Library. Mr. Phair went on to explain the construction involved the back of the building to include the installation of an awning over the book drop, a security light, and new outdoor electrical outlets. Mr.

Phair also explained the construction will be totally paid for by separate funds or donated gifts. Mr. Schuster inquired about any recurring costs to the town down the road and Mr. Phair explained it could be a possibility in about 10 years, as well as a minimal charge for the electricity to run the lights.

C. Schuster made a motion to approve work outlined by Mr. Phair in his memo dated November 16, 2011 at no cost to the Town. Second: F. Childs. 2/0/0.

Announcements:

Annual Community Energy Forum

Mr. Childs announced there will be an annual energy forum held on Tuesday, November 29, 2011 from 8:30am to 10:30am in West Hampton, NH.

Future Agenda:

11/23, 25 – Town Hall Closed – Thanksgiving Holiday
11/27/11 – Town Tree Lighting – Dow Common 5pm
11/28/11 – Public Hearing for Emergency Lanes – 7:30pm
11/29/11 – BOS to meet with Budget Committee – 7pm
12/1/11 – Country Club Tree Lighting – 5:30pm – 8pm
12/8/11 – Senior Holiday Luncheon – 12 Noon – 2pm community center
12/20/11 – Last A/P run – Noon

F. Childs made a motion to recess the Regular Meeting of November 21, 2011 at 9:00pm until Tuesday, November 22, 2011 at 5pm. Second: C. Schuster. 2/0/0.

Respectfully Submitted,
Amanda Lueders

Fred J. Childs, Jr

Craig G. Schuster