

*Town of Atkinson
Board of Selectmen
Meeting Minutes
November 28, 2011*

F. Childs opened a Public Hearing on Monday, November 28, 2011 at 7:32pm 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
K. Donnelly, Officer, Atkinson Police Department
B. Snicer, Administrative Assistant
T. Stewart, Road Agent

Public Hearing – Emergency Lanes

The Atkinson Board of Selectmen held a public hearing concerning declaration of the following Class VI, private ways or portions thereof, to identify the public need for keeping these lanes passable by emergency vehicles:

- Boulder Cove Road Extension
- Brushwood Drive
- Chase Island Road
- High Hill Road
- Lippold Road
- Rocky Point Lane
- Winslow Drive

F. Childs noted that, not only was it necessary to have a place to turn around the snow plows and sanders in very densely populated areas, but the Fire Department needed access to Big Island Pond, both for water and access to the islands. There were no objections or concerns expressed by the audience.

F. Childs made a motion to close the public hearing and go into a regular meeting on Monday, November 28, 2011 at 7:36pm. Second: C. Schuster. 2/0/0.

Approval of Minutes:

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

F. Childs made a motion to approve the minutes of Regular Meeting November 22, 2011 as submitted. Second: C. Schuster. 2/0/0.

Mr. Childs read the motions made on November 22, 2011 for anyone who missed the meeting.

Appearances:

Chief Consentino, PD Help

Chief Consentino appeared before the Board of Selectmen to follow-up on an email he received from Mr. Schuster regarding issues concerning the Trustee Program at the Atkinson Police Department:

1. Cost of the rides for the trustee

2. Leaving the town unsupervised or without a police officer in town when picking up/dropping off the trustee
3. Liability coverage for the trustee
4. Selling the concept to the “public opinion”

Chief Consentino to these concerns as follows:

1. Plaistow has agreed to pick up the trustee for Atkinson since they are using the same service. Atkinson will drop off and there will be no charge for overtime since the officer will be on duty
2. The town will not be left unsupervised since there are two officers covering the town during the time the trustee is being dropped off
3. Chief Consentino has contact LGC and has determined the trustee is fully covered under the town’s liability insurance
4. The Chief listed other surrounding towns who use the same service and explained this is a safe program and a great one that only costs the town \$10.00 per day, 3 days per week.

The Chief went on to explain what a great job the trustee does to clean the police department, wash and wax the cruisers, and remove snow from the cruisers. The Chief pleaded with the Board of Selectmen to reinstate the program. Mr. Childs responded to Chief Consentino by stating the program has always cost the Town more than \$10.00 per day due to overtime put in by officers to pick up/drop off the trustee. Mr. Childs also expressed concern with recent pay sheets submitted indicating there has been overtime. The Chief responded to Mr. Childs by explaining until recently he didn’t have anybody else to replace Officer Farrar from 4pm – 6pm so he was forced to keep an officer on duty an extra 2 hours. Mr. Schuster reviewed the facts with Chief Consentino and confirmed the cleaning company would not be used if the Police Department had a trustee. The cleaning company would cost \$46.00 per week and the trustee would cost approximately \$30.00 per week.

C. Schuster made a motion to reinstate the trustee program 3 days per week at \$10 per day for food and to not exceed more than 1 ride per day. Motion died for lack of a second.

Department Heads

Ted Stewart, Road Agent – Bid Recommendations

Mr. Stewart appeared before the Board of Selectmen to submit recommendations on several 2012 bids. Mr. Stewart began by stating even though his recommendation is to use Mayer Tree Services for tree removal he wanted to present the option of using the current vendor, Urban Tree Services, who did not submit a bid yet will save the town \$300 per day, pointing out that Urban Tree was awarded the work in 2011. Mr. Childs and Mr. Schuster explained the bid process needs to be adhered to and since Urban Tree Services did not submit a bid this year, they could not be considered in this process.

Mr. Stewart submitted the following recommendations to the Board of Selectmen:

Category	Vendor	Rate
Tree Removal	Mayer Tree Service	\$167.00/hour \$1,336.00/day
Crack Sealing	Sealcoating, Inc.	\$1.71/lb
Line Striping	HiWay Safety Systems, Inc.	\$8,232 .01
Paving	Brox Industries, Inc.	\$68.30/per ton
Mowing	CMI Property Solutions	\$23,050.00

F. Childs made a motion to award the tree removal bid to Mayer Tree Service at \$167.00/hour. Second: C. Schuster. 2/0/0.

F. Childs made a motion to award the crack sealing bid to Sealcoating, Inc at \$1.71 per pound. Second: C. Schuster. 2/0/0.

C. Schuster made a motion to award the Line Striping bid to HiWay Safety Systems, Inc in the amount of \$8,232.01. Second: F. Childs. 2/0/0.

C. Schuster made a motion to award the Paving bid to Brox Industries, Inc in the amount of \$23,050.00 with an adjustable rate due to NH asphalt adjustments. Second: F. Childs. 2/0/0.

F. Childs made a motion to award the mowing bid to CMI Property Solutions in the amount of \$23,050.00. Second: C. Schuster. 2/0/0.

Ms. Snicer explained she has received an email from CMI Property Solutions asking if they could withdraw their original bid for the cemetery in the amount of \$13,650 and resubmit in the amount of \$21,000 due to using Google Earth to assess the land and not seeing the land up close. The Selectmen said the original bid could be withdrawn since there was no bid bond, however the Cemetery Trustees will have to make the recommendation for the cemetery work.

Road Bonds – Mr. Stewart

Ms. Snicer asked Mr. Stewart about the status of road bonds and if he has heard from the engineers concerning completion of Brushwood Drive/Jericho Road, in anticipation of acceptance. Mr. Stewart explained he has not heard from the engineers and explained the Brushwood Drive needs about \$14,000 worth of work to be acceptable again. Mr. Childs explained he would like to wait for Mr. Friel to vote on this matter.

Budgets:

The Board of Selectmen is scheduled to make their recommendations to the budget committee on Tuesday, November 29th. Mr. Childs and Mr. Schuster agreed to not finalize the recommendations until speaking to Mr. Friel.

New Business:

Emergency Lanes

F. Childs made a motion to approve the following as Emergency Lanes: Boulder Cove Road Extension, Brushwood Drive, Chase Island Road, High Hill Road, Lippold Road, Rocky Point Lane, Winslow Drive. Second: C. Schuster. 2/0/0.

Mr. Schuster – Miscellaneous Items

Mr. Schuster began by announcing he recently attended the town tree lighting and expressed that he wished more residents would attend. Mr. Schuster went on to explain that he looks for facts, asks a lot of questions, and gathers data to determine an answer. He is not in any way trying to be accusatory or belittling. Mr. Schuster concluded by explaining he has recently met with Commuter Rail Committee and found it to be very informational and interesting. The Committee was looking for ways Mr. Schuster could support them going forward. Mr. Schuster announced he plans to re-run for Selectman in March and will be putting out a personal blog on Twitter for residents to ask more questions of him.

Town Raises – Kevin Donnelly, 19 Meadow Lane

Mr. Donnelly appeared before the Board of Selectmen regarding the motion granted at the November 22nd meeting to give a 2% raise to all Town employees, excluding Library, Police and seasonal employees, retroactive to March 8, 2011, not to exceed \$20,543.00. Mr. Donnelly asked the Board why they excluded the Police Department in this raise since they have not had a raise in over 3 years. The Board explained the Police Department is under a collective bargaining agreement from 2006, and Police raises are negotiated in this agreement.

Merit Raises/Rate of Pay – Ted Stewart, Road Agent

Mr. Stewart appeared before the Board of Selectmen to discuss his employee's rate of pay and merit raises. Mr. Stewart has asked the Board in the past to evaluate the pay rates for all highway department employees with respect to that of surrounding towns because he feels his employees are making around 20% less than any highway employee around. Mr. Stewart stated that according to the town's insurance, working for the highway department is the most risky job and his employees should be compensated. Mr. Schuster explained a motion has been granted for all Town Employees to receive a 2% raise. Mr. Schuster also explained the "merit raise system" is broken and needs to be fixed and a new Town Administrator should help with that process. The Town Administrator's job is being advertised and the Board has interviewed a couple of candidates already. Mr. Stewart also spoke about Ms. Snicer and that she should be compensated for doing the Town Administrator's job and will be responsible for training a new TA. Mr. Childs said Ms. Snicer will be receiving a nice Christmas bonus this year.

Memo from Fire Chief

Ms. Snicer introduced a memo from the Fire Chief concerning work to be done at the fire station. The Fire Chief indicated the following items at the Fire Station need to be completed by Dave Weymouth:

- Repaint the interior and exterior doorways;
- Repair the inside of the Inspectors' door;
- Clean windows and screens;
- Replace stained ceiling tiles; and
- Repair and repaint rear hallway and stairs.

Ms. Snicer explained Mr. Weymouth will need approval from the Board to complete these tasks.

C. Schuster made a motion for Dave Weymouth to complete the work as outlined above. Second: F. Childs. 2/0/0.

C. Schuster made a motion to adjourn the Regular Meeting of November 28, 2011 at 9:03pm. Second: F. Childs. 2/0/0.

Future Agenda:

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 12pm – 2pm (community center)
12/20/11 – Last A/P run noon
12/26/11 – Christmas Holiday Town Hall closed
1/2/12 – New Year Holiday Town Hall closed

Respectfully Submitted,
Amanda Lueders

Fred J. Childs, Jr

Craig G. Schuster

