

*Town of Atkinson
Board of Selectmen
Meeting Minutes
April 30, 2012*

Open Meeting:

F. Childs opened the Regular Meeting of Monday, April 30, 2012 at 7:14pm in the Atkinson Town Hall and led all present in the Pledge of Allegiance.

Members Present:

T. Barbera
F. Childs, Jr, Chairman
W. Friel

Others Present:

B. Boyle, Atkinson Resident
B. Innes, Town Administrator
E. Stewart, Road Agent

Mr. Innes opened the discussion regarding letters of reprimand for Mr. Stewart and Mr. Dugdale for failure to use the “Stop – Slow” paddle while directing traffic after the October snow storm. Mr. Stewart talked about the reason why it is not appropriate to give a letter of reprimand when according to the Town’s Personnel Policy the first step in the disciplinary process is a verbal warning. He also stated that he was using a paddle at the time of the complaint from the DOL. Mr. Friel asked for a copy of the complaint before making a decision.

W. Friel made a motion to take the matter under advisement until next week’s meeting. Second: Mr. Barbera. 3/0/0

M. Childs made a motion take a 15 minute recess at 7:28pm. Second W. Friel 3/0/0.

F. Childs re-opened the Regular Meeting at 7:42pm

Approval of Minutes:

4/10/12 – Regular Meeting

W. Friel made a motion to approve the minutes from Regular Meeting 4/10/12 as submitted. Second: T. Barbera. 2/0/1. Mr. Childs abstained from the motion.

4/23/12 – Regular Meeting

Mr. Barbera made a motion to approve the minutes from Regular Meeting 4/23/12 as submitted. Second: F. Childs. 2/0/1. Mr. Friel abstained from the motion.

Assessing:

Administrative Abatements

W. Friel made a motion to grant an administrative abatement on the properties listed below due to hardship for a total amount of \$1,190.86. Second: F. Childs. 2/1/0. Mr. Barbera is against this motion.

Address	Parcel ID	Amount
Winslow Drive	000013-000029-000000	3.24
4 Winslow Drive	000013-000029-000001	149.35
6 Winslow Drive	000013-000029-000002	150.75

22 Winslow Drive	000013-000029-000008	155.49
32 Winslow Drive	000013-000029-000010	143.43
34 Winslow Drive	000013-000029-000011	146.34
33 Winslow Drive	000013-000029-000017	147.42
13 Winslow Drive	000013-000029-000026	148.51
7,5 Winslow Drive	000013-000029-000047	146.34
Total Amount		1,190.86

Abatements

W. Friel made a motion to deny an abatement for Map/Lot 000008-000102-000000, 38 Meditation Lane due to a late submission. Second: T. Barbera. 3/0/0.

W. Friel made a motion to grant an abatement for Map/Lot 000016-000057-000000, 24 Industrial Way in the amount of \$3,028.68 plus interest. Second: T. Barbera. 3/0/0.

W. Friel made a motion to grant an abatement for Map/Lot 000019-000064-000000, 6 Crystal Hill Circle in the amount of \$244.40 plus interest. Second: T. Barbera. 3/0/0.

W. Friel made a motion to grant an abatement for Map/Lot 000022-000047-000000, 8 Valcat Lane in the amount of \$3,231.72 plus interest. Second: T. Barbera. 3/0/0.

Veterans' Tax Credit

W. Friel made a motion to deny a Veterans' Tax Credit for Map/Lot 000014-000047-000000, 2 Devonshire Road because no required medals were received during time served. Second: T. Barbera. 3/0/0.

Appointments:

Elderly Affairs Driver – Tom Cunningham and Kent Michaelson @ \$10.00/hour

W. Friel made a motion to hire Kent Michaelson and Tom Cunningham to fill the positions of Replacement Driver and Back-Up Driver for the Elderly Affairs Department at the rate of pay of \$10.00/hour. Second: T. Barbera. 2/1/0. Mr. Childs is against the motion due to only wanting to hire one person, not two.

Committee Appointments

W. Friel made a motion to appoint Robert Jones as the American Disabilities Act Coordinator to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Joshua Dugdale as the Animal Control Officer to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Lynne Cunningham, Stacey Curley, Andrew Cammilleri, and Matthew Tombarello as Assistant Animal Control Officers to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Victoria Czaia and Richard Paquin as Alternate members of the ZBA to serve a term of 3 years expiring April 2015. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Robert Jones as Building Inspector to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Victoria Czaia as a member of the Cable Advisory Board to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint James Kirsch as Code Enforcement Officer to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Robert Jones as Assistant Code Enforcement Officer to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Catherine Blash, Anna Clark, Robert Clark, Robert Cote, Joseph DeMonaco, and James V. Stundze as members of the Commuter Rail Investigatory Committee to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Tim Dziechowski and Denise Legault as members of the Conservation Commission to serve a term of 3 years expiring April 2015. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Dan C. Kimball as a member of the Conservation Commission to serve a term of 2 years expiring April 2014. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Victoria Czaia and Edmund Jendrick as Alternate Members of the Conservation Commission to serve a term of 3 years expiring April 2015. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint David A. Pallaria as Electrical Inspector to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Shane McKeen as Assistant Electrical Inspector to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Rose Cavalear and Debra L. DeSimone as members of the Family Mediation Board to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

T. Barbera made a motion to appoint P. Michael Dorman as Health Officer to serve a term of 1 year expiring April 2013. Second: F. Childs. 2/0/1. Mr. Friel abstained from the motion.

T. Barbera made a motion to appoint William G. Friel as Deputy Health Officer to serve a term of 1 year expiring April 2013. Second: F. Childs. 2/0/1. Mr. Friel abstained from the motion.

W. Friel made a motion to appoint John Feuer as a member of the Heritage Committee-at-Large to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Tim Dziechowski as an alternate member of the Heritage Committee-at-Large to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Paul Emond as a member of the Highway Safety Committee to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Michael E. Murphy to Homeland Security to serve a term of 1 year expiring April 2013. Second appoint T. Barbera. 3/0/0.

W. Friel made a motion to appoint Nina Gray, Julie M. Hammond, and Donald B. Latham as Alternate Members of the Library Trustees to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Edward A. Stewart and John Wolters as members of the Planning Board to serve a term of 3 years expiring April 2015. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Harold Morse as an alternate member of the Planning Board to serve a term of 3 years expiring April 2015. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint William K. Ashford as the Plumbing & Gas Inspector to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint David Harrigan as a member of the Rockingham Planning Commission to serve a term of 2 years expiring April 2014. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Carol Grant, Linda Jette, Dan Kimball, and John Wolters as members of the Scenic Byway Committee to serve a term of 1 year expiring April 2013. Second: T. Barbera. 3/0/0.

W. Friel made a motion to appoint Wendy Barker as a member of the Technology Committee to serve a term of 3 years expiring April 2015. Second: T. Barbera. 3/0/0.

Old Business:

Police Department Standard Operating Procedure (SOP) Document – Status

No updates.

Letter to Mr. Morin re: Involuntarily Merged Lots - Status

No updates.

New Business:

Award Bid – Police Department Roof

Mr. Innes presented the following bids with a recommendation to award the Police Department Roof bid to Skyline Roofing in the amount of \$18,100 with a 10 year warranty (saving an additional \$800 for ceiling insulation). Mr. Innes presented several recommendations from other companies who have used Skyline Roofing. Mr. Boyle, Atkinson Resident, gave his opinion regarding warranties and explained he doesn't believe in warranties at all when it comes to roofing and agrees Mr. Innes is correct recommending the free 10 year warranty rather than the \$500 15 year warranty.

Company	Contact	Bid	R-30 Insul.	Unit Cost for repairs	Warranty
Skyline Roofing	Bernard McManus 603-669-0131	\$16,400	\$1,700	\$3.00/sq ft	10 year 15 year + \$500
Eastern Exteriors	John Murphy 603-624-4137	\$17,365	+\$2,305	\$5.25/sq ft	10 year 15 year + \$125
Lambert Roofing	Jim Rousseau 978-374-9224	\$18,000	+\$2,400	\$65/hour plus materials	15 year
Pride Roofing	David Esterbrook 603-244-1372	\$20,831			

J-N-R Gutters	Kevin Francis	\$22,200		\$4.25/sq ft	
Key Essential Mgmt	Gene W. Kelly Sr. 603-620-6100	\$22,642			
The Melanson Co.	Corey Bell 603-224-0444	\$26,900	+\$7,000		

W. Friel made a motion to engage Skyline Roofing per the recommendation of Mr. Innes for a new rubber roof for the Police Station in the amount of \$18,100. Second: T. Barbera. 3/0/0.

Award Bid – Police Department Ceiling

Mr. Innes presented the following bids with a recommendation to award the Police Department Ceiling bid to Horne Construction based on references received. Key Essential Project Mgmt. Did not respond appropriately to the bid.

Company	Contact	Bid	Unit cost for Repairs	Warranty
Key Essential Project Mgmt.	Gene W. Kelly Sr. 603-620-6100	\$24,095		
Horne Construction Co.	Ralph Blackington	\$41,450 (apples comparison = \$38,650)	Includes \$2,000 Allowance and \$800 for insulation	1 year contractors

W. Friel made a motion to award the Police Department Ceiling bid to Horne Construction per the recommendation of Mr. Innes in the amount of \$39,850 which includes \$38,650 plus \$1,200 for grills and defusers. Second: T. Barbera. 3/0/0.

Mr. Innes also explained the Police Department will be empty during construction and confidential cabinets will be wrapped with evidence tape. Sgt. Caggiano has arranged for a state police van during the construction to take in calls.

Approve Job Descriptions

Mr. Innes presented revised job descriptions to the Board of Selectmen for review and approval. The Selectmen will review the job descriptions and make a decision next week. Mr. Innes will provide a schedule for development of the remaining job descriptions to the Board. Discussion on whether to set up a workshop upon completion of revising all outstanding job descriptions for the Selectmen to review and approve will be discussed next week.

Police Department Funding/Gift Request

Chief Consentino would like to donate funds toward gas for the Elderly Affairs Department. Mr. Innes will present the amount of the donation at the meeting next week for the Board of Selectmen to accept the donation.

Police Department Letter of Appreciation

Mr. Innes read a letter of appreciation out loud from the Veasey Family which thanked Sergeant Caggiano and Officer Lyons for a job well done in solving a recent burglary at their home.

Representatives from Concord

Mr. Barbara would like to invite The Town’s State Representatives to appear before the Board of Selectmen on a quarterly basis to present information and updates. Mr. Innes will schedule the appearances.

Mosquito Control

Mr. Innes will schedule Mike Morrison from Municipal Pest Management to appear before the Board of Selectmen to give an update.

Appearances:

Brian Boyle, Atkinson Resident

Mr. Boyle appeared before the Board of Selectmen to inquire about Winslow Drive being inadvertently left off the trash-pick-up list. Mr. Innes explained Winslow Drive has been added to the list. Mr. Boyle also inquired about a street light being put in on Route 121 and Mr. Innes explained the recommendation is to not put a street light there, but will take the issue before the Highway Safety Committee in June.

Announcements:

Trash Pickup

Mr. Innes announced the trash company switch-over starts on Tuesday, May 1st. Mr. Innes went on to explain if any resident has had trash pickup on Fridays, their new day will be on Tuesdays at 7am. Mr. Innes also explained that recycling does not have to be in red containers but can be put in regular barrels leaving residents the option to come by the town hall and pick up a recycling sticker to put on any barrel being used for recycling.

Future Agenda:

5/2/12 – Trash Company Switch-Over Starts Tomorrow.

5/3/12 – 1,4 Dioxane Public Information Meeting 6:30pm Community Center

Information – Recreation Commission has Red Sox baseball tickets

5/12/12 – 9:00am – 12:00pm Hazardous Waste drop-off in Plaistow @ 51 Old Country Road

5/17/12 – A representative from Congressman Frank Guinta will hold public office hours in Plaistow at the Plaistow Town Hall on Thursday, May 17 at 11:00am

T. Barbera made a motion to adjourn the Regular Meeting of April 30, 2012 at 8:46pm. Second: W. Friel. 3/0/0.

Respectfully Submitted,
Amanda Lueders

Fred Childs, Jr, Chairman

William Friel

Todd Barbera