

*Town of Atkinson
Board of Selectmen
Special Meeting Minutes
May 21, 2013*

W. Friel opened the Special Board of Selectmen's Meeting of Tuesday, May 21, 2013 at 7:00pm in the Atkinson Town Hall.

Members Present:

W. Baldwin
T. Barbera
W. Friel, Chair

Others Present:

B. Innes, Town Administrator

Approvals:

W. Friel made a motion to appoint T. Barbera acting Board of Selectmen Chair on a temporary basis. Second: W. Baldwin 3/0/0

Regular Meeting Minutes – 4/15/2013

W. Baldwin made a motion to accept the Regular Meeting Minutes of 4/29/2013 as presented. Second: W. Friel. 3/0/0.

Payroll Manifest for 5/7/2013 - \$26,914.76

W. Baldwin made a motion to approve the Payroll Manifest of 5/7/2013 in the amount of \$26,914.76 Second: W. Friel. 3/0/0.

Accounts Payable Manifest for 5/1/2013 - \$35,935.22

W. Baldwin made a motion to approve the Accounts Payable Manifest of 5/1/2013 in the amount of \$35,935.22. Second: W. Friel. 3/0/0.

Payroll Manifest for 5/14/2013 - \$17,361.87

W. Baldwin made a motion to approve the Payroll Manifest of 5/14/2013 in the amount of \$17,361.87 Second: W. Friel. 3/0/0.

Accounts Payable Manifest for 5/8/2013 - \$70,725.66

W. Baldwin made a motion to approve the Accounts Payable Manifest of 5/8/2013 in the amount of \$70,725.66. Second: W. Friel. 3/0/0.

Payroll Manifest for 5/21/2013 - \$22,985.36

W. Baldwin made a motion to approve the Payroll Manifest of 5/21/2013 in the amount of \$22,985.36 Second: W. Friel. 3/0/0.

Accounts Payable Manifest for 5/15/2013 - \$15,857.43

W. Baldwin made a motion to approve the Accounts Payable Manifest of 5/15/2013 in the amount of \$15,857.43. Second: W. Friel. 3/0/0.

Assessing:

Abatement– Map/Lot 000013--000001-00026B

W. Baldwin made a motion to grant the request for abatement on Map/Lot 000013-000001-00026B in the amount of \$67.68 plus interest per the recommendation of the Assessor. Second: W. Friel. 3/0/0.

Abatement– Map/Lot 000020—000018--000803

W. Baldwin made a motion to grant the request for abatement on Map/Lot 000020-000018-000803 in the amount of \$548.96 plus interest per the recommendation of the Assessor. Second: W. Friel. 3/0/0.

Abatement– Map/Lot 000017--000047-000007

Discussion postponed – need further information from assessor

Abatement– Map/Lot 000016--000078-000000

Discussion postponed – need further information from assessor

Administrative Abatement– Map/Lot 000008-000102-000000

W. Baldwin made a motion to grant the request for an administrative abatement on Map/Lot 000008-000102-000000 in the amount of \$265.12 plus interest per the recommendation of the Tax Collector. Second: W. Friel. 3/0/0.

Administrative Abatement– Map/Lot 000016-000004-000000

W. Baldwin made a motion to deny the request for an administrative abatement on Map/Lot 000016-000004-000000 in the amount of \$87.91 plus interest per the recommendation of the Tax Collector. Second: W. Friel. 3/0/0.

Blind Exemption– Map/Lot 000013-000094-000059

W. Baldwin made a motion to grant the request for a blind exemption on Map/Lot 000013-000094-000059 per the recommendation of the Assessor. Second: W. Friel. 3/0/0.

Appointments:

2013 Committee Appointments

W. Baldwin made a motion to rescind the April 29, 2013 appointment of Shane McKeen as Assistant Electrical inspector and appoint him to be and Electrical Inspector for a term of 1 year expiring April, 2014. Second: W. Friel. 3/0/0.

W. Baldwin made a motion to appoint Michael Mascola to the Energy Commission for a term of 3 years expiring April, 2016. Second: W. Friel. 3/0/0.

W. Baldwin made a motion to appoint John Feuer and Steven Lewis to at-large positions on the Heritage Committee for a term of 1 year expiring April, 2014. Second: W. Friel. 3/0/0

W. Baldwin made a motion to appoint Adele Dillon and Tim Dziechowski to alternate positions on the Heritage Committee for a term of 1 year expiring April, 2014. Second: W. Friel. 3/0/0

W. Baldwin made a motion to appoint Catherine Blash, Anne Clark, Robert Clark, Robert Cote, Joseph DeMonaco and James Stundzefor to the Rail Committee for a term of 1 year expiring April, 2014. Second: W. Friel. 3/0/0

W. Baldwin made a motion to appoint Holly Doherty to the Recreation Commission for a term of 3 years expiring April, 2016. Second: W. Friel. 3/0/0

W. Baldwin made a motion to appoint Delores Dooling and Susan Ober to the Recreation Commission for a term of 1 year expiring April, 2014. Second: W. Friel. 3/0/0

W. Baldwin made a motion to appoint Robert Clark to the Rockingham Metropolitan Planning Organization – Technical Advisory Committee for a term of 1 year expiring April, 2014. Second: W. Friel. 3/0/0

W. Baldwin made a motion to appoint David Farris to the Technology Committee for a term of 1 year expiring April, 2014. Second: W. Friel. 3/0/0

New Business:

Community Center Floor

The Board discussed several alternatives regarding the Community, including completing repairs on the floor, roof gutters and heating systems. Costs for repairs range from \$80,000 - \$120,000. The Board asked Mr. Innes to look at methods to determine Town resident’s position on repair vs. replacement including a survey, meetings, etc. Mr. Innes was also asked to contact a construction management company to get a price to support either project.

Elder Affairs Update

Mr. Innes notified The Selectmen that he completed his work and was ready to relinquish his acting Elder Affairs Director position. He requested approval to advertise the EA Director position as a voluntary position. A decision will be made, at a later date, on whether the position will become a paid position.

Town Hall HVAC Contract Award

Mr. Innes recommended that low bidder Denron Plumbing and Heating be awarded the contract to replace the HVAC units in the Town Hall. Reference checks were all very positive.

Company	Contact	Proposal \$
Denron Plumbing and HVAC, LLC 605 Front Street Manchester, NH 03102	Bill Murray wmurray@denronph.com (603) 627-4186	\$34,000
Francis H. Maroney, Inc. 491 Amesbury Road Haverhill, MA 01830	J. Edward Maroney (978) 374-7459	\$49,830
Uptack Plumbing & Heating, Inc. 32 Rochambault Street Haverhill, MA 01832 www.uptack.com	Steven Hergott (978) 372-8503 steve@uptack.com	\$39,751

W. Baldwin made a motion to award Denron Plumbing and Heating the Town Hall HVAC replacement contract. Second: B. Friel 3/0/0.

Town Hall Wall Repair (related to the HAVC replacement) Contract Award

Mr. Innes recommended that low bidder Hantzis and Son Construction be awarded the contract to repair the walls behind the HVAC units, as required, in the Town Hall.

Company	Contact	Proposed \$
Francis H. Maroney, Inc. 491 Amesbury Road Haverhill, MA 01830	J. Edward Maroney (978) 374-7459	\$9,600 \$457/unit
Hantzis & Son Home Improvement 27 Sawyer Avenue Atkinson, NH 03811	Nikolaos L. Hantzis (603) 489-2448 (c) (603) 236-1987 Nh39308@aol.com	\$6,300 \$300/unit
Kelly Construction Co., Inc. P.O. Box 299 Candia, NH 03037 www.kellyconstruction.com	Thomas J. Roy (603) 627-4203 (c) 603) 475-0520 (f) (603) 463-5786 troy@kellyconstruction.com	\$8,459 \$402.80/unit

W. Baldwin made a motion to award Hantzis and Son Construction Town Hall wall repair contract. Second: B. Friel 3/0/0.

Sale of the 1986 Mack Fire Truck Award

Mr. Innes recommended that high bidder Asian Auto be selected to purchase the 1986 Mac Fire Truck

Company	Contact	Bid
Asian Auto Services 21 Danville Road Plaistow, NH 03865	Barry Moses (603) 401-0391 oldneatstuff@aol.com	\$5,678.90
Busby Construction Company, Inc. 71 Route 111 Atkinson, NH 03811	Michael P. Henry (603) 898-4800 mphenry@busbyconstruction.com	\$4,900
Company Two Fire 283 Foster Road Varnville, SC 29944	Quincy Jones (866) 289-6188 info@companytwofire.com	\$2,500
Karen Gay P.O. Box 1861 New London, NH 03257	Karen Gay (603) 748-6133 Karengay992@yahoo.com	\$3,714.12

John Neill 18 Garrison Road Salem, NH 03079	John Neill (603) 490-5972 trkblldr@aol.com	\$5,185	
Westside Truck Equipment 172 Elm Street Salisbury, MA 01952	Donny Pydynkowski (978) 462-1000 (f) (978) 463-3292 westsidetruckequipment@comcast.net	\$4,587	

W. Baldwin made a motion to select Asian Auto to purchase the 1986 Mac Fire Truck. Second: B. Friel 3/0/0

Sexual Harassment Policy Update

Mr. Innes recommended that the Sexual Harassment Policy, Section 7.11 of the Personnel Policies and Procedures manual be updated. The wording change is in the reporting section of the policy item 2 and would change from “Supervisors and managers who become aware” to “any Town employee who becomes aware”. This broadens the responsibility of reporting sexual harassment to all Town employees.

W. Baldwin made a motion approve the change to the Sexual Harassment portion of the Personnel Policies and Procedures Manual. Second: B. Friel 3/0/0

Bill Friel made a motion to adjourn the Special Meeting of May 22, 2013 at 8:10pm. Second: W. Baldwin. 3/0/0.

Respectfully Submitted,
Bill Innes

William Friel

Todd Barbera, Chairman

William Baldwin