

*Town of Atkinson
Board of Selectmen
Meeting Minutes
August 11, 2014*

W. Baldwin opened the Regular Meeting of Monday, August 11, 2014 at 7:30pm in the Atkinson Town Hall and led all present in the Pledge of Allegiance.

Members Present:

W. Baldwin, Chair
P. Consentino
H. Morse

Others Present:

T. Dziechowski, Conservation Commission Chair
B. Innes, Town Administrator

Approval of Minutes:

7/28/14 – Regular Meeting Minutes

H. Morse made a motion to accept the minutes of Regular Meeting 7/28/14 as amended. Second: P. Consentino. 2/0/1. W. Baldwin abstained from the motion.

7/28/14 – Non-Public Meeting Minutes

H. Morse made a motion to accept the minutes of Regular Meeting 7/28/14 as amended. Second: P. Consentino. 2/0/1. W. Baldwin abstained from the motion.

P. Consentino made a motion to amend the Regular Meeting Minutes of 4/28/14 and change the hourly rate approved for Page Booth from \$20.18 to \$21.18. Second: H. Morse. 3/0/0.

P. Consentino made a motion to amend the Regular Meeting Minutes of 7/28/14 and change the hourly rate approved for George Baker from \$17.38 to \$17.83. Second: H. Morse. 3/0/0.

Appearances:

TRSB – Dr. Metzler; K. Delfino, M. Mascola; G. Stokinger, SAU#55 Business Admin

The appearance from the TRSB was cancelled, however Mr. Baldwin reminded residents that anyone is welcome to attend the TRSB Board Meetings for information.

Old Business:

Woodlock Park Playground Status

Per a safety survey conducted by Property-Liability Trust, the equipment at the playground located at Woodlock Park was observed to have serious structural issues, which compromised the safety of the public and put the Town of Atkinson at risk. Specifically, the wood footings throughout the climbing structures and swings were rotting. Since then, temporary repairs have been made to stabilize the structures. Mr. Innes will begin working on a cost benefit analysis to determine the best way to permanently fix the structures and bring this information before the Board of Selectmen.

Animal Policy – 7/28/14

Mr. Innes presented an Animal Policy to the Board of Selectmen for approval. Mr. Baldwin asked Mr. Innes to add “Police Department” after “Animal Control”. Mr. Morse edited one of the words with Mr. Innes. Mr. Morse would like to see an exception to the rule that allows members of Committees/Boards to be allowed to bring their dog with them to a meeting if that person does not have a sitter for the dog. Mr. Baldwin does not believe exceptions can be made because that would not eliminate the Town’s liability. Mr. Baldwin went on to say the Selectmen have an obligation to ensure that the Town or any person visiting a town facility is not put at risk. Mr. Innes added that an exception to the rule would be precluding people with allergies or fear of dogs

from coming to meetings. Mr. Morse questioned whether or not Health Trust has a policy that does not allow dogs into Town Buildings. Mr. Innes responded to Mr. Morse by explaining that Health Trust will hold the Town responsible if the Town is aware of something that puts a person at risk yet does nothing about it.

H. Morse made a motion to approve the Animal Policy for Town Property for the Town of Atkinson, dated July 28, 2014 with the appropriate changes, with the condition the ball fields or anything under town properties are to be looked into. Second: P. Consentino. 3/0/0.

H. Morse made a motion to allow Sue Carroll to bring her dog as needed to the Budget Committee in the event she cannot find a sitter. Second: P. Consentino for Discussion. Mr. Consentino would like to add to the motion that Sue Carol would need to put her dog in a cage if she needed to bring the dog to the Budget Committee. Mr. Morse withdrew his motion.

Exit Interview Process – 7/28/14

Mr. Innes presented an Exit Interview Process dated 7/28/14 to the Board of Selectmen for approval. Mr. Baldwin explained the reason for an exit interview process is to give the Selectmen an idea on why people are leaving and to give the Selectmen data on existing problems in the departments and areas for improvement. The Selectmen will plan to speak to Department Heads prior to an exit interview.

P. Consentino made a motion to accept the interview process dated 8/11/14. Second: H. Morse. 3/0/0.

Health Insurance Coverage – 7/28/14

Mr. Innes presented a health insurance coverage matrix to the Selectmen per their request to run numbers on the different scenarios discussed at the last meeting. The Selectmen scheduled a non-public meeting on August 18th at 6pm to review the salary lines of seven employees covered by the Town's health insurance plan to decide on how much each salary will need to be increased in order to offset the change in insurance plan. In the future, all newly-hired employees not covered by a Collected Bargaining Agreement receiving health benefits from the Town will be offered health insurance coverage at 80% of the Town's cost.

New Highway Department Employee

Mr. Consentino inquired about the new highway department employee and whether or not a background check has been performed. Mr. Innes will follow up with Mr. Stewart on this inquiry.

Gas Prices:

Workshop is scheduled in early October to discuss this matter.

New Desks:

Mr. Innes needs to get back to the contact at Granite Core. Mr. Consentino said the payment should come out of the 2015 budget.

91A- Workshop

Workshop is scheduled in late September to discuss this issue.

New Business:

Lot Line Adjustment – Tim Dziechowski

Mr. Dziechowski appeared before the Board of Selectmen to get approval for an agreement between the Town of Atkinson and the AROD Realty Group, LLC for a lot line adjustment on Industrial Way. This topic is also on the agenda of the next Planning Board Meeting for discussion. The owner of the parcel at the northeast end of Industrial Way has agreed to a lot line adjustment in order to allow the Town of Atkinson a better access to a 32-acre Conservation parcel. There will be no cost to the Town, except what Town Counsel will charge, since the current land owner will be paying for this work. This lot line adjustment will give the Town of Atkinson a 50-

foot right of way and satisfy the needs for all. This situation reflects Map 16, lot 16. The new right of way is being deducted from Map 16, lot 56, and with the lot line adjustment the new right of way will be Map 16, Lot 12-1.

P. Consentino made a motion to grant the request of the Conservation Commission and allow the swapping of right-of-ways to allow a new 50-foot right-of-way for the Town of Atkinson. This will be at no cost to the Town of Atkinson except what is charged by Town Counsel. Second: H. Morse. 3/0/0.

Reschedule September 8, 2014 BOS Meeting

P. Consentino made a motion to change the Board of Selectmen's meeting from Monday, September 8th, 2014 to Tuesday, September 9th beginning at 7:30pm. Second: H. Morse. 3/0/0.

Budget Committee Report – Mr. Consentino

Mr. Consentino has nothing to report at this time.

July End Budget Update

Mr. Innes reported that, year-to-date, the budget is spot on from a revenue and expense perspective. The budget is over about \$29,000 in the legal line due various legal matters and it is expected the legal line will be over by about \$32,000 by the end of the year.

Trash Contract Proposal

Mr. Innes presented a two-year extension proposal for a municipal solid waste disposal contract through Northside Carting. Mr. Innes explained that the Town of Atkinson currently pays \$231,374 for curbside pickup and \$73.50 per ton of non-recyclable trash collected by Northside Carting, and is saving about \$148,000 per year since switching from Waste Management. The current contract will increase approximately \$17,000 per year if extended for three years. Mr. Innes spoke to Waste Management who said they would not be able to modify their pricing to meet the Town's needs.

Mr. Baldwin asked Mr. Innes to put a copy of the insurance coverage with this contract and for every contract that exists for the Town.

Mr. Innes will work with Northside Carting to modify the current-contract and attach an addendum for the 3rd year.

E-911 Ordinance Update Proposal

Mr. Innes presented an enhanced 911 Emergency Response Ordinance, developed by the Highway Safety Committee, to the Board of Selectmen for approval. This document is a merge of two documents, one developed by the Highway Safety Committee and the other developed by the Fire Department. Mr. Innes will send the proposed document to E-911 to review.

Kimball House Painting Project

Mr. Innes explained the project has been put on hold until next year due to budgetary considerations. The plan/recommendation is to scrape and paint one side of the building each year.

Mosquito Testing and Control Update

Mr. Innes updated the Board of Selectmen with the recent mosquito testing results in town. So far, there have been no humans, animals, or mosquitoes that tested positive with WNV or EEE this year.

Conway 360 Proposal

Mr. Innes explained he received a call from Jerry Creteau from Conway Office Solutions who offered to do a process flow analysis for the Town at no charge, and asked the Board of Selectmen for approval to do this. The Selectmen approved the request.

Police Department Phone System Issue

Mr. Innes explained the phone system at the Police Department is old and failing and that Chief Bracket will need to over-expend his phone line in order to repair it, but will make his bottom line budget for the year.

P. Consentino made a motion to allow Chief Bracket to over-expend the phone line of his budget up to \$1,400 to update the phone system at the Police Department as long as the bottom line budget is not exceeded. Second: H. Morse. 3/0/0.

1,4 Dioxane Status Update

Mr. Innes explained the EPA will finish work this week on water line installations and starting tomorrow HAWC will be connecting the 22 homes that had readings that exceeded the 3.0 1,4 Dioxane rating. There have been two addresses added to the list, 9 Emery Drive and 9 Oakridge Drive. Mr. Consentino added that the EPA did a great job on Island Pond Road.

Schedule Planning Workshop

Mr. Innes explained that Sue Killam plans to retire within the next 18 months. Since this will be a huge loss of knowledge to the Town, Mr. Innes recommends hiring someone to replace Ms. Killam within the next 12 months. A workshop will be scheduled next Monday at 6pm to discuss this issue further.

Healthcare Quotes

Innes will send out to bid.

Future Dates:

8/25/14 – Next BOS Meeting 7:30PM

8/28/14 – Annual Road Race – Woodlock Park 6pm; kids’ ½ mile fun-run 5:45pm

H. Morse made a motion to enter a non-public meeting at 9:26 PM under RSA 91-A:3 II (c) Reputation and RSA 91-A:3 II (e) legal. Second: P. Consentino. 3/0/0. Roll Call Vote: H. Morse: Yes; P. Consentino: Yes; W. Baldwin: Yes.

The Board reconvened the public session at: 10:10 PM on 8/11/2014

Roll call vote:	Mr. Baldwin	Y
	Mr. Morse	Y
	Mr. Consentino	Y

Reenter public session:

Motion to issue a Notice of Violation to the owner of 5 Boylan Terrace; progress on the repair of the house must be made within 30 days; trailer must be removed from the property within 90 days. Motion made by: H. Morse; Seconded by: P. Consentino; Vote: 3/0/0

Motion to accept a donation of \$500 to the Elder Assistance Expendable Trust from the Atkinson lions Club; Motion made by: H. Morse; Seconded by: P. Consentino; Vote: 3/0/0

Motion to donate \$1,000 from the Atkinson Elder Assistance Expendable Trust for the replacement of a resident’s hot water heater; Motion made by: H. Morse; Seconded by: P. Consentino; Vote: 3/0/0

Motion to reimburse \$161.00 to Mr. Consentino for the purchase of a transport chair for a Town resident from the Atkinson Elder Assistance Expendable Trust; Motion made by: H. Morse; Seconded by: w. Baldwin Vote: 2/0/1

Motion to authorize Town Counsel to move forward with a Consent Decree in the Pivero case; Motion made by: H. Morse; Seconded by: P. Consentino; Vote: 3/0/0

Motion to adjourn the meeting @ 10:50 PM made by: H. Morse; Seconded by: P. Consentino; Vote: 3/0/0

Meeting adjourned @ 10:50 PM.

Respectfully Submitted,
Amanda Lueders

William Baldwin, Chair

Phil Consentino

Harold Morse