

*Town of Atkinson
Board of Selectmen
Meeting Minutes
August 25, 2014*

W. Baldwin opened the Regular Meeting of Monday, August 25, 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:

B. Innes, Town Administrator
M. Valente, 5 Boylan Terrace

Approval of Minutes:

8/11/2014 – Regular Meeting Minutes

H. Morse made a motion to accept the minutes of Regular Meeting 8/11/2014 as submitted. Second: P. Consentino. 3/0/0.

8/11/2014 – Non-Public Meeting Minutes

H. Morse made a motion to accept the minutes of Non-Public Meeting 8/11/2014 as submitted. Second: P. Consentino. 3/0/0.

8/18/2014 – Non-Public Meeting Minutes

H. Morse made a motion to accept the minutes of Non-Public Meeting 8/18/2014 as submitted. Second: P. Consentino. 3/0/0.

8/18/2014 – Special Meeting Minutes

H. Morse made a motion to accept the minutes of Special Meeting 8/18/2014 as submitted. Second: P. Consentino. 3/0/0.

Donations - \$250

H. Morse made a motion to accept donations to the Elder Assistance Expendable Trust Fund in the amount of \$250.00. Second: P. Consentino. 3/0/0.

Appearances:

Michael Valente – Temporary Housing Permit Extension

Mr. Valente appeared before the Board of Selectmen to ask for an extension to a 120-day temporary housing permit he received on October 2, 2013 from Building Inspector Bob Jones, which expired on July 2, 2014. The permit was issued to allow Mr. Valente to place a trailer on his property at 5 Boylan Terrace in order to live in it while he made repairs to a leaky roof that had caused mold to get into his home. The permit was to expire on January 30, 2014. On February 24, 2014, Mr. Valente appeared before the Board of Selectmen asking for an extension because he was not able to work on the roof due to the severity of the winter weather. At this point in time Mr. Valente had failed to acquire a building permit to fix the roof. On February 24, 2014, the Board of Selectmen authorized the Building Inspector to issue a four-month temporary housing permit to expire on July 2, 2014, only if Mr. Valente had a valid building permit. Building permit (#1374) was issued to Mr. Valente to replace the roof on April 24, 2014.

H. Morse made a motion to extend Mr. Valente's permit for temporary housing to expire on October 31, 2014 to allow enough time to repair/replace the roof; trailer to be removed from the property by October 31, 2014 as well. Second: P. Consentino. 3/0/0.

Old Business:

E-911 Ordinance Update Proposal – 8/25/14

Mr. Innes explained that per the Board of Selectmen's request he sent the Enhanced 911 Emergency Response Ordinance to Jeannie Brome for review. Ms. Brome responded that the Ordinance can be modified by the Town at any time since the document had been adopted by the Board of Selectmen. Mr. Innes explained the Highway Safety Committee is recommending the Ordinance as it is written. The Board of Selectmen made some minor changes with Mr. Innes.

P. Consentino made a motion to accept the Enhanced 911 Emergency Response Ordinance with the changes made by the Board of Selectmen so long as it is in conjunction with what the Highway Safety Committee has recommended and is subject to the approval of the Fire Chief. Second: H. Morse. 3/0/0.

New Business:

Highway Department New Hire – Roger Denison

Mr. Innes explained that the criminal background check has come back with no issues on Candidate Roger Denison and that Mr. Stewart would like the Board of Selectmen's approval to hire Mr. Denison as a part-time worker at a rate of pay of \$12.00 per hour with an increase to \$13.50 per hour following a successful 90-day probationary period.

H. Morse made a motion to hire Roger Denison as a part-time worker for the Highway Department at a rate of pay of \$12.00 per hour which will increase to \$13.50 following a successful 90-day probationary period. Second for Discussion: P. Consentino. Mr. Consentino expressed concern with such a big bump in salary following a 90-day probationary period and suggested to start Mr. Denison at a higher rate of pay in order for the increase to be between \$.50 - \$.75 instead of \$1.50 following the 90-day probationary period, which is what is usually done for new hires. Mr. Baldwin and Mr. Morse disagreed and thought it was best to hire Mr. Denison at the rate of pay of \$12.00 per hour due to his inexperience. 2/1/0. Mr. Consentino is opposed to the motion because he feels this could cause some friction amongst the departments.

Mosquito Update

Mr. Innes updated the Board of Selectmen on some recent mosquito testing around town. As of date, there have been no mosquitoes or pools that have tested positive with EEE or WNV in Atkinson or the surrounding area.

Selectmen's Desks

Mr. Innes explained in order to go along with the design approved by the Selectmen there would not be enough room for each Selectman to have their own set of drawers. There will be a shared set of drawers and each Selectman will have a center drawer.

2014 Selectmen's Budget Review Scheduling/Process

The Budget Review Process will occur during the regularly scheduled Board of Selectmen's meetings, however on those dates the meeting will begin at 6pm instead of 7:30pm. Mr. Innes will create a schedule and post. Each department will be limited to 45 minutes and need only review changes from 2013 in their budget lines.

Workshop Scheduling – Insurance, RTK-91A, Fuel Cost, Article 7

Mr. Innes will work on creating a workshop schedule that will occur on Wednesday evenings. Mr. Innes will also extend the invite for the RTK-91A workshop to surrounding towns and work with Dave Williams to hold the meeting in a place large enough to accommodate the attendees and video it, subject to the written approval of the presenter and his organization.

Trash Contract

Mr. Innes explained he just received the trash contract and after he reviewed it, has some concern with the wording of who would be responsible for sending notifications out. In the past, it was clearly written that Northside Carting was responsible for it, now it is worded that Northside Carting will assist the Town with this task. Mr. Innes will follow up with Northside on this matter.

Antique Truck and Car Show

Mr. Consentino announced the annual Antique Truck and Car Show, sponsored by the Lions Club and Fire Association, will be held on Labor Day, Monday, September 1 from 10am – 2pm in the center of Town. There will be free admission and free parking.

Health Insurance

H. Morse made a motion to change the health insurance policy for Town Employees effective 1/1/15 and that the Town pay 80% and the employee pay 20% of the cost for insurance coverage. Second for Discussion: P. Consentino. Mr. Consentino made a suggestion for the Town to pick up 50% of the cost being put on the town employees due to this change. Mr. Morse agreed with Mr. Consentino. Mr. Baldwin disagreed and would like the Town to pick up 100% of the cost being put on the town employees due to this change, unless it is said that this topic is kept separate from the pay matrix discussion. Mr. Morse revised his motion to change the health insurance policy from 100% to 80% and for the Town to pick up 50% of the cost being put on the Town Employees due to this change effective 1/1/15 and to keep this topic separate from the pay matrix discussion. 3/0/0.

Dog Vote

H. Morse made a motion to allow Sue Carroll to bring her dog to the Budget Committee Meetings as needed so long as she comes in through the back door and with a leash. Second: P. Consentino. 2/1/0. Mr. Baldwin is opposed to the motion.

Future Dates:

9/15/14 – 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 adjourn the Regular Meeting on Monday, August 25, 2014 at 9:06pm. Second: P. Consentino. 3/0/0.

Respectfully Submitted,
Amanda Lueders

William Baldwin, Chair

Phil Consentino

Harold Morse