

*Town of Atkinson
Board of Selectmen
Workshop Meeting Minutes
June 1, 2015*

B. Baldwin opened the Workshop Meeting of Monday, June 1, 2015 at 7:18 PM.

Members Present:

W. Baldwin, Chairman
H. Morse
P. Consentino
Bill Friel

Others Present:

B. Innes, Town Administrator
J. Kirsch, Code Enforcement Officer

The purpose of this workshop was to define the role and reporting relationship of the Town's Code Enforcement Officer (COE). The COE previously submitted a letter of resignation citing issues with the Town Administrator (blocking access to the Selectmen), the Board of Selectmen (micromanagement of the COE) and Town Counsel (lack of support).

It was reinforced that the COE reports through the Town Administrator to the BoS. The COE has access to the Selectmen by requesting time on the BoS weekly agenda. Depending on the situation the agenda item may be in a workshop, non-public or public forum. The COE has the authority to work issues that are reported to him or that he discovers. If there is no resolution through discussion the issue will be brought to the attention of the Selectmen with a request for action. The Selectmen will give their approval before any issue is brought to Town Counsel.

Mr. Kirsch was asked if he would like to rescind his resignation and he responded that he would not. Mr. Baldwin requested that Mr. Kirsch stay on the job for three (3) months to allow the Town the time to hire a new COE and Mr. Kirsch stated that he would. Mr. Kirsches final day of work will be August 28 or upon hiring his replacement, whichever comes earlier.

The meeting was adjourned at 7:45 PM

Respectfully Submitted,
Bill Innes

William Baldwin, Chair

Phil Consentino

William Friel

Harold Morse