

*Town of Atkinson
Board of Selectmen
Meeting Minutes
June 15, 2015*

W. Baldwin opened the Regular Meeting of Monday, June 15, 2015 at 7:31pm and introduced Boy Scout Preston Peek who led all present in the pledge of allegiance.

Members Present:

W. Baldwin, Chair
P. Consentino
J. Grosky
W. Friel
H. Morse, Vice Chair

Others Present:

B. Innes, Town Administrator
P. Peek, Boy Scout Troop 9
T. Stewart, Road Agent
D. Williams, ACTV
R. Wolff, ACTV

Attendance:

Mr. Baldwin initiated a roll call for attendance:

Members Present	Members Absent
W. Baldwin	
P. Consentino	
J. Grosky	
W. Friel	
H. Morse	

Approval of Consent Agenda:

- 6/1/2015 – Workshop Meeting Minutes
- 6/1/2015 – Regular Meeting Minutes
- 6/1/2015 – Non-Public Meeting Minutes
- Donations
 - Elder Services Transportation Trust - \$105.00
 - Elder Assistance Trust - \$25

P. Consentino made a motion approve the Consent Agenda with amendments made to the Regular Minutes of 6/1/2015. Second. W. Friel. 5/0/0.

Appearances:

Community Center – Eagle Scout Project – Preston Peek

Mr. Peek appeared before the Board of Selectmen to obtain approval to conduct an Eagle Scout Project at the Community Center. The project will consist of adding a second ramp to the front entrance of the Community center, repairing three decks, and painting three decks. Mr. Peek will have five months to complete this project and will be working with two contracts to develop a project plan and determine costs. The entire project will be presented before the Eagle Counsel for final approval.

H. Morse made a motion to allow Preston Peek to conduct his Eagle Scout Project at the Community Center which includes adding a second ramp to the front entrance, doing repairs to three decks, and painting three decks. Second. P. Consentino. 5/0/0.

Highway Safety Committee – 3-Way Stop – Westside and Island Pond – Ted Stewart

Mr. Stewart appeared before the Board of Selectmen to discuss the intersection at Island Pond Road and Westside Drive and whether or not the Selectmen would be in favor of removing the 3-way stop sign. Recently, Mr. Stewart engaged the Rockingham Planning Commission to conduct a study of the intersection to determine if the stop signs on Island Pond Road could be safely removed. The results of the study came back that switching to a two-way stop sign, allowing for Island Pond Road traffic to progress through the intersection without stopping, is a feasible undertaking that should not impact the function or safety of the location in any significant manner. The Rockingham Planning Commission also recommended that if the Town of Atkinson pursues this change in control, that they do so after a review by a licensed traffic engineer. Mr. Stewart explained that the study was initiated due to residents complaining of noise from motorcycles and big trucks being stopped at the stop signs. Discussion occurred around safety for the residents and whether or not removing the stop signs would actually cause speeding to occur. A public hearing will be scheduled to review this topic and notification will be sent to the residents.

Paving

Mr. Stewart announced the paving to be complete and is expecting a savings of about \$25,000 which will go back into the general fund since the money originally came from a warrant article. Graveling of the shoulders will be completed by next week. Mr. Morse made the suggestion to get estimates for the graveling next time to avoid such intense labor for the Highway Department.

Water Project

Mr. Morse recused himself from this topic

Mr. Stewart explained that recently he did a final walk through with the EPA and they committed to doing more for the town. The problems that have occurred have prohibited Mr. Stewart from doing a shim and overlay to Island Pond Road, since some of the sections had been blown up. The town has no power over what projects the EPA is doing. Per the Board of Selectmen, a cost analysis needs to be done, the design engineers should be held accountable, and Mr. Stewart needs to involve the Town Engineer.

Mr. Morse rejoined the meeting

Timberlane's Got Talent – Russell Wolff

Mr. Wolff appeared before the Board of Selectmen to propose and event he would like to produce a show called "Timberlane's Got Talent". The event is scheduled to occur on October 2, 2015 from 7pm – 11pm and is open to residents within the Timberlane School District to come and perform his or her talent on stage, at the Timberlane Performing Arts Center (PAC). A flyer has been made up. Mr. Wolff is looking for support and funding from the towns in the amount of \$400 from each town. The total cost of the event will be \$1,600. The Board of Selectmen recommended for Mr. Wolff to work with the town's Recreation Commission and Lions Clubs. Mr. Wolff will send the information to Mr. Consentino who will pass it on to the Atkinson Lion's Club.

Old Business:

Appointments

- Mark Boucher – Highway Safety Committee – Through April 2016
- Ellyn Murphy – Energy Commission – Through April 2018

P. Consentino made a motion to appoint Mark Boucher to the Highway Safety Committee through April 2016 and Ellyn Murphy to the Energy Commission through April 2018. Second. J. Grosky. 5/0/0.

Police Department Server Quotes

Mr. Innes presented the following quotes for the Police Department server with the recommendation to award the bid to First Choice Networks in the amount of \$2,250 with a 3 year warranty and installation included.

Company/Equipment	Quote	Warranty	Installation Included
First Choice Networks R610 1U Server	\$2,250	3 Year	Yes
The Server Store (Newegg) R619 1U Server	\$1,939	90 Days	No
Server Monkey R619 1U Server	\$2,425	3 Year	No

H. Morse made a motion to award the Police Department Server bid to First Choice Networks in the amount of \$2,250 which includes a 3 year warranty and the installation. Second. J. Grosky. 5/0/0.

Conflict of Interest and Ethics (CoIC&E) Training Session – Attendance Discussion

Mr. Innes asked the Board of Selectmen if they would like to open the training session to the public.

W. Friel made a motion to restrict the CoIC&E Training Session to public officials, but to broadcast it live. Second. P. Consentino. 4/1/0. J. Grosky is opposed.

Advertisement for the Town Administrator Position

Mr. Grosky explained he recently spoke with the Director of Human Resources for Salem, NH and with Matt Gleckman as recommended by Mr. Friel. The Director of HR for Salem recommended using NHMA and Mass Municipality to advertise for the position. Both recommended not using Monster to avoid receiving a huge amount of resumes from unqualified people. Mr. Gleckman suggested using Career Building, Linked In, and Facebook.

Mr. Consentino made a motion to advertise the Town Administrator position on NHMA, Mass Municipality, and Linked In. Second. W. Friel. 5/0/0.

Trash Contract

Mr. Innes explained that he and Mr. Morse recently met with the Town Attorney who advised them to give Northside Carting the opportunity to execute their new plan, which is to have two trucks in town on Tuesday to pick up trash and to have one truck for recycling every other week. Northside Carting is hoping this plan will eliminate most of the problems and complaints that have occurred thus far. Mr. Innes will work with Northside Carting to develop this plan as an addendum to the contract. If Northside Carting does not fulfill this plan, then the Town will look into other options.

Mr. Grosky made a motion to authorize Mr. Innes to work with Northside Carting, with the guidance of the Town Attorney, in writing up an agreement on the new plan for trash pickup developed by Northside Carting and make the agreement an addendum to the contract. Second. W. Friel. 5/0/0.

New Business:

Plaque – Troop 9

Mr. Friel explained that troop 9 used be troop 95 and there is a plaque in the lobby that says troop 95. Troop 9 would like to create another plaque that says troop 9 and hang it in Town Hall. Mr. Innes will schedule the troop to appear before the Board of Selectmen at the appropriate time.

ACTV RFP Results for Approval – Dave Williams

Mr. Williams appeared before the Board of Selectmen to obtain approval on the following bids:

Video Playback Server – Mr. Williams presented the following bids for the Video Playback Server with the recommendation to award the bid to Access/AV in the amount of \$18,797 with a 5 year warranty including installation:

Company/Equipment	Quote	Warranty	Installation Included
Rule/Boston Camera	No Bid		
Valley Communications System	No Bid		
Access A/V	\$18,797	5 Year	Yes

Mr. Morse made a motion to award the Video Playback Server bid to Access A/V in the amount of \$18,797 with a 5 year warranty including installation per Mr. Williams’ recommendation. Second. J. Grosky. 5/0/0.

Robotic Cameras – Mr. Williams presented the following bids for the Robotic Cameras with the recommendation to award the bid to Access/AV in the amount of \$11,953 with a 1 year warranty including parts and labor and installation:

Company/Equipment	Quote	Warranty	Installation Included
Rule/Boston Camera	\$17,796	Manu. Warranty	Yes
Valley Communications System	\$35,436	None Specified	Yes
Access A/V	\$11,953	1 Year Parts & Labor	Yes

Mr. Morse made a motion to award the Robotic Cameras bid to Access A/V in the amount of \$11,953 with a 1 year warranty including parts and labor and installation per Mr. Williams’ recommendation. Second. J. Grosky. 5/0/0.

Rockingham County Commissioners Meeting Representative

Mr. Innes explained the Rockingham County Commissioners are looking for one representative from the Town of Atkinson to discuss the 2015 budget and issues relevant to the towns. The meeting will be held on July 16th at 6pm in the Hilton Auditorium of the Rockingham County Nursing Home. Mr. Friel and Mr. Consentino will be attending the meeting.

Latest Mosquito Update

Mr. Innes announced that the latest mosquito testing came back with no West Nile Virus (WNV) and no Eastern Equine Encephalitis (EEE) in New England for animals or humans.

2015 Facility Report

Mr. Innes gave a brief overview of the 2015 Facility Report which is basically a maintenance book with the process for managing and maintaining all buildings in town. Recently, Dave Weymouth and Mr. Innes performed their yearly walk through of all the buildings in town to look for items needing repair or replacement. Mr. Morse accompanied them on a number of sites. The 2015 Facility Report includes a list of capital equipment, IT inventory, and a complete description of each building. The repair work needed for each building is rated from 1-5, 1 being the priority, and color coded based on cost. There was approximately \$59,000 in the building maintenance budget and approximately \$21,000 has been spent leaving \$38,000 to spend for the rest of the year. Mr. Innes will put together a matrix of items needing repair/replacement in order of priority at the next meeting for approval.

Radon in the Police Department

Mr. Innes explained that the radon mitigation system at the Police Department has been tested. The system came back as not working and not installed correctly. Mr. Innes also had the air tested outside of the bathroom near the dispatcher’s area at the Police Station and the air and water tested at the Town Hall. The results will be brought to the next meeting. Mr. Innes is also waiting on pricing for a new radon mitigation system at the PD.

Community Center Windows

Mr. Innes received another quote from Sidings in the amount of \$310.00 per window. This project will be put in the budget for 2016.

Code Enforcement Officer

Mr. Innes has drafted an ad for the newspaper and NHMA for this position. He has given it to Mr. Kirsch for review and feedback and will send to the Board of Selectmen as well. Mr. Kirsch plans to be here until the end of August.

Recycling Center

The trash is overflowing. Mr. Innes will call to find out when they will be picking up the trash and whether or not a bigger container is needed.

Future Dates:

6/30/2015 – Deadline for low/moderate property tax relief filing

Mr. Consentino made a motion to adjourn the Regular Meeting of June 15, 2015 at 9:53pm. Second. J. Grosky. 5/0/0.

Respectfully Submitted,
Amanda Lueders

William Baldwin, Chair

Phil Consentino

William Friel

Jason Grosky

Harold Morse, Vice Chair