

*Town of Atkinson
Board of Selectmen
Meeting Minutes
November 23, 2015*

H. Morse opened the Regular Meeting of Monday, November 23, 2015 at 7:30pm and led all those present in the Pledge of Allegiance.

Members Present:
P. Consentino
J. Grosky
H. Morse, Vice Chair

Members Absent:
W. Baldwin, Chair
W. Friel

Others Present:
B. Innes, Town Administrator
J. LoPizzo, Director Elder Affairs
S. Ober, Anniversary Celebration
A. Phair, Future Town Administrator
T. Stewart, Road Agent
N. Travers, Director Recreation

H. Morse will be the Chair for the evening.

Approval of Consent Agenda:

- Minutes:
 - 11/16/2015 – Regular Meeting
 - 11/16/2015 – Non-public meeting
- Donations
 - Elder Services Transportation Fund - \$50

P. Consentino made a motion to approve the Consent Agenda of November 23, 2015 with amendments made to the non-public meeting minutes of 11/16/2015 and to make public the minutes of non-public minutes 11/16/2015. Second. J. Grosky. 3/0/0.

Appearances:

Introducing Alan Phair – Town Administrator

Mr. Innes introduced Mr. Phair as the new Town Administrator. Mr. Innes will be resigning from the position of Town Administrator effective January 3, 2016. Mr. Phair has taken over the operations for the Town of Atkinson this week and Mr. Innes will be working on a number of projects up until his departure date.

250th Anniversary Presentation – Noriko Travers and Susan Ober

Ms. Travers and Ms. Ober appeared before the Board of Selectmen to discuss what is being planned for the 250th Anniversary Celebration. The celebration will fall on Labor Day weekend of 2017. The celebration will tentatively be a 5 day event. There are 2 scheduled events that always occur on Labor Day weekend (road race and car show) which will become part of the 250th celebration. The Recreation Committee is overseeing the process but there are other Committees such as the Lions Club, Women’s Club, and Girl Scouts coming together that will spearhead each event. There is a need for more people to spearhead the events and an announcement will be placed in the newsletter. Interested candidates should contact the Recreation Committee. The events being talked about so far are: movie night, carnival, block party, bean supper, fireworks, parade, and ice cream social. The Police Department had taken on the Fireworks. A warrant article should be submitted this year by the 250th Anniversary Committee the amount to be determined.

Appointment:

Board of Library Trustees – Julie Hammond

J. Grosky made a motion to appoint Julie Hammond to the Board of Library Trustees to fulfill the remainder of Mr. Phair's position until the election of March, 2016. Second. P. Consentino. 3/0/0.

Old Business:

Award Bid – Fertilization 2016 – Ted Stewart

Mr. Stewart appeared before the Board of Selectmen to answer questions the Board of Selectmen has regarding the 2016 Fertilization bid. Mr. Stewart originally recommended awarding the bid to Urban Tree Services until the Board of Selectmen questioned whether or not it would be better to award the bid to Greener Days, LLC since they came in with the lower bid. Mr. Stewart explained he was confused and recommended awarding the bid to Greener Days, LLC in the amount of \$10,960.

J. Grosky made a motion to award the 2016 Fertilization Bid to Greener Days, LLC in the amount of \$10,960. Second. P. Consentino. 3/0/0.

Elder Services Vehicle Award Bid – Jean LoPizzo

Ms. LoPizzo appeared before the Board of Selectmen to get approval to spend up to \$13,000 on a Toyota Camry from Rockingham Toyota. Ms. LoPizzo has worked with several dealerships in the attempt to obtain a reliable vehicle for the Elder Services Department with an extended warranty, with low mileage, and under \$13,000. Rockingham Toyota has been the most cooperative and has three vehicles for Ms. LoPizzo to choose from. Ms. LoPizzo plans to take the three vehicles to A & C to be inspected before making her decision.

J. Grosky made a motion to authorize Ms. LoPizzo to spend up to \$13,000 and to give her the authority to make a purchase of a Toyota Camry from Rockingham Toyota within her discretion. Second. P. Consentino. 3/0/0.

New Business:

Elder Services – Approval to Hire Coordinator/Dispatcher

Ms. LoPizzo has spoken to four different people and has chosen Jean Gemmell from Haverhill, MA pending a successful background check at a starting rate of \$11.00/hour with a 90-day review. Ms. Gemmell is available to start on December 1, 2015. After a successful 90-day review, Ms. LoPizzo would like to increase the rate of pay to \$11.25.

J. Grosky made a motion to hire Jean Gemmell as the Coordinator/Dispatcher for the Elder Services Department at the rate of pay of \$11.00 per hour pending a successful background check with a start date of December 1, 2015 for up to 20 hours per week with a 90-day review period. After a successful 90 day review, the rate of pay can be increased to \$11.25/hour. Second. P. Consentino. 3/0/0.

Elder Services – Snow Shovel

Ms. LoPizzo has been working on getting some high school students to shovel walk ways and driveways for the seniors on a volunteer basis.

Accept Project Improvement Guarantees:

- Black Dog Builders Investment Holdings, LLC - \$4,400 Cash Bond
- Four Commerce Drive, LLC - \$18,634 Cash Bond

J. Grosky made a motion to accept the project improvement guarantees from Black Dog Builders Investment Holdings LLC in the amount of \$4,400 cash bond and from Four Commerce Drive, LLC in the amount of \$18,634 cash bond. Second. P. Consentino. 3/0/0.

Special Events Application - Road Race

Mr. Phair explained there is a special events request from a local Sports, Inc. to hold the Jingle Bell ½ Marathon through the Town of Atkinson. Last year, there was no permitting policy in place. A permitting policy has been put together this year to include the following:

- Police Department and/or Fire Department have the right to cancel the event if weather is a concern
- The Police Department needs to be contacted in order to plan for sufficient police detail
- The Fire Department needs to be contacted in order to ensure adequate EMS coverage
- Tables should be set up in the right-of-ways and not in the road
- The Town of Atkinson would like some say in the future of what roads are to be used

J. Grosky made a motion to approve the permit for the Jingle Bell ½ marathon to occur on December 12, 2015 and included with that permit is the final page dated November 23, 2015 regarding certain stipulations the vendor needs to agree to. Second. P. Consentino. 2/0/1. H. Morse abstained from the motion.

Future Dates

- 11/26 – Annual Goldstein Thanksgiving Dinner – Community Center – 12pm – 2pm
- 11/26 & 27 – Thanksgiving Holiday Town Offices Closed
- 12/1/2015 – Greater Salem Chamber Economic Development Committee 7:30am - Atkinson Country Club
- 12/3/15 – Light the Tree Holiday Celebration – Atkinson Country Club 5:30pm – 8:00pm

P. Consentino made a motion to close down the Town Hall at 2:00pm and to let all Town Employees go home at 2:00pm on Wednesday, November 25, 2015. Second. J. Grosky. 2/1/0. H. Morse is opposed to the motion.

J. Grosky made a motion to adjourn the Regular Meeting of November 23, 2015 at 8:15pm. Second. P. Consentino. 3/0/0.

Respectfully Submitted,
Amanda Lueders

William Baldwin, Chair

Phil Consentino

William Friel

Jason Grosky

Harold Morse, Vice Chair