

*Town of Atkinson
Board of Selectmen
Meeting Minutes
April 11, 2016*

H. Morse returned to the Regular Meeting of Monday, April 11, 2016 at 7:51pm and led all those present in the Pledge of Allegiance.

Members Present:

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

Members Absent:

Others Present:

A. Phair, Town Administrator

Approval of Consent Agenda:

- Minutes:
 - 4/4/2016 Regular Meeting Minutes

J. Grosky made a motion to approve the Consent Agenda of 4/11/2016 as submitted. Second. P. Consentino. 4/0/1. W. Baldwin abstained from the motion.

Appearances:

Jack Sapia Drug Task Force Substance Abuse Round Table Review

Mr. Sapia could not make it tonight. Topic is moved to next week.

Old Business:

Reminder re: Regional Selectmen Meeting – April 14th, 2016 6:30pm Plaistow

The Regional Selectmen Meeting will be held on April 14, 2016 at 6:30pm in Plaistow. Mr. Morse and Mr. Consentino will be attending.

Paving Update

Mr. Phair provided the Board of Selectmen with an update on paving. The Police Department and the Community Center parking lots are scheduled to be paved the week of April 18th. The Town Hall parking lot and Town Roads are scheduled to be paved the week of April 25th, which is school vacation week. During school vacation week, the school parking lot may be used as parking for the Town Hall while its parking lot is being paved. Per Mr. Baldwin's request, Mr. Phair will ask the Road Agent about whether or not the turnaround on Woodlawn Avenue will be paved during school vacation week.

Guard Rail

Mr. Phair presented a proposal obtained by Mr. Stewart from Vermont Recreational for fence and guardrail repairs on Salem Road. This will be presented to the Highway Safety Committee on Tuesday, April 19th. The proposal includes the following options:

Option	Description	Amount
Fence Repair Salem Road	<ul style="list-style-type: none">• Repair 6' galvanized chain-link fence on roadside only• Pound in (3) new 2-1/2" poles• Tie fence as needed• Adjust existing gate	\$2,392.00 Does not include any brush or vine removal
Used guardrail in front of fence on Salem Road	<ul style="list-style-type: none">• Supply & Install 100' of used galvanized steel guardrail with 6' posts• Includes two buffered ends	\$2,984.00
Used Guardrail on Lakeside Drive and Salem Road	<ul style="list-style-type: none">• Supply & Install 415' of used galvanized steel guardrail with 6' posts• Includes four buffered ends	\$5,454.00

Mr. Consentino expressed concern with the lowest price being more than the amount the insurance adjustor quoted which is \$1,492.00 and suggested bringing the adjustor back out. Per the Board of Selectmen, Mr. Phair will obtain more quotes from other companies, make sure Mr. Stewart can handle the cost of labor from his budget, and bring back the Highway Committee's recommendations.

Social Media

Mr. Phair explained that Russell found six sites for the Town of Atkinson on Facebook. Mr. Phair will supply the Board of Selectmen with a list. Russell is also working on gathering information from other sites such as Twitter. Through this process, it has been discovered that the Town of Atkinson owns the domain; town-atkinsonnh.com through April 4, 2020 through Network Solutions, LLC.

Social Media Policy

Mr. Phair presented the Board of Selectmen with an updated Social Media Policy, which includes all suggestions made last week, and ready for signatures.

Electrical Inspectors

Mr. Grosky inquired about the status of the Electrical Inspectors' new process and asked when Bob Jones will be reporting back to the Board of Selectmen. Mr. Phair explained that Mr. Jones is scheduled to appear next week.

Court Case

Mr. Grosky explained the Town of Atkinson recently appeared in court regarding money owed by the Osborne family. It was agreed that the Osborne family would make monthly payments to the Town of Atkinson on the 1st of every month. Mr. Grosky explained that as of April 11, 2016, the Town has not received a payment from the Osborne family for the month of April and recommended reaching out to the family immediately to ask for the money otherwise the parties will end up back in court. Mr. Phair will reach out to the Osborne family.

Notice of Violation

Mr. Phair explained the notice of violation to Ruby Holdings has been approved by Sumner and ready to be signed by the Board of Selectmen. Upon signature, the notice will be sent out via certified mail or however Atty. Kalman felt appropriate..

J. Grosky made a motion to send the notice of violation out to Ruby Holdings for property map # 16, Lot 59-16 Industrial Way. Second. W. Baldwin. 4/0/1. H. Morse abstained from the motion.

New Business:

Kimball House Issue

Mr. Phair explained there is a major leak at the Kimball House coming from the only bathroom on the second floor. There is a major crack in the cast iron pipe causing a ton of water to go down into the basement every time the toilet is flushed. The following possible solutions were presented to the Board of Selectmen:

	Option 1	Option 2	Option 3
	Repair Existing 2nd Floor Bath	New 1st Floor ADAAG Bath	1st Floor ADDAAG Compliance
Carpentry	<ul style="list-style-type: none"> Remove floor for pipe access Possible remediate asbestos Remove 1st floor pantry shelving & woodwork for access Restore rough and finish flooring in bathroom Restore shelving & woodwork in pantry 	<ul style="list-style-type: none"> Lay new subfloor and linoleum in old bath Partially gut pantry interior Lay new floor and interior sheetrock in Pantry Reframe & install new 32" door Install new toilet sink, and assoc. fixtures 	<ul style="list-style-type: none"> Replace existing rear exterior door with new Construct new entry vestibule using existing barn area Install new barn door from vestibule Remove existing kitchen door and reframe opening Minor reframing of 2-3 door frames within 1st floor rooms to meet 32" Evaluate door jams for ¾" compliance Build exterior entry ramp for 8" elevation Paint disturbed woodwork/walls
Plumbing	<ul style="list-style-type: none"> Replace cast iron drains and tie into fixtures 	<ul style="list-style-type: none"> Remove old 2nd floor fixtures and cap 	
Electrical		<ul style="list-style-type: none"> Upgrade alarm to add strobe & pull stations in bath Rewire bath for lighting & outlets Paint walls/ceiling in new bath 	<ul style="list-style-type: none"> Rewire rear entry light switches Move front entry door alarm panel

Option one has an estimated cost value of \$3,500. Mr. Phair recommends removing the 2nd floor bathroom and installing a 1st floor bathroom to allow for handicap access. The next step is to find a location to put a 1st floor bathroom and the respective pricing.

Future Dates:

- 4/12/2016 – “Estate Planning Seminar” 1PM to 3PM and 6:30PM to 8:30PM – Kimball Library – Registration required 603-362-5234
- 4/13/2016 – Senior Spring Luncheon Community Center – Noon – 2PM – Free to Atk. Residents over 65 years.
- 4/16/2016 – Artisan Craft & Food Market 9AM to 2PM Community Center
- 4/19/2016 – Kimball Library Movie of the week “Revenant” Tuesday 1:00PM – Popcorn served
- 4/30/2016 – Household Hazardous Waste Collection Day (Plaistow 9:00AM – Noon) 51 Old Country Road

P. Consentino made a motion to adjourn the Regular Meeting of April 11, 2016 at 8:28pm. Second. J. Grosky. 5/0/0.

Respectfully Submitted,
Amanda Lueders

Harold Morse, Chair

Phil Consentino, Vice Chair

William Friel

Jason Grosky

William Baldwin