

**Town of Auburn  
Board of Selectmen  
Town Hall  
Stritch Meeting Room  
November 6, 2023  
Minutes  
7:00 PM**

**Selectmen Present:** Keith Leclair, Michael Rolfe and Tom Carroll

**Others Present:** Planning Board Chairman Ronald Poltak, Town Administrator Chris Sterndale, and Recording Secretary Nancy Hoijer

**I. Call to Order**

Mr. Leclair called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

**II. Public Comments**

Mr. Leclair asked if there were any comments from the public at 7:00 PM and there were none.

**III. Appointments with the Board**

**IV. Manifests**

**V. Consent Agenda**

Mr. Leclair read out loud, and offered for inspection, the Consent Agenda, which consisted of an Accounts Payable Manifest, a Payroll Manifest and Step Increases for the Tax Collector from a Grade 8, Step 14 to a Grade 8, Step 15 and for the Deputy Collector from Grade 4, Step 3 to Grade 4, Step 4.

***Mr. Leclair motioned to approve the Consent Agenda. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 2-0-0.***

**VI. New Business**

A. 2024 Budget

i. Planning

Mr. Poltak presented the proposed budget for Planning in the amount of \$31,651.

Mr. Poltak indicated that legal expenses could be reduced from \$16,000 to \$10,000 however as this was his last term, the Board agreed that some

additional help may be needed with that and some controversial applications that may arise, and to leave the line as is.

Mr. Poltak reviewed changes to land use regulations such as the surety changes which will need a template drafted and reviewed the status of the groundwater protection ordinance and MS4 which have not been provided yet. Mr. Sterndale will follow up on those.

***Mr. Leclair motioned to approve the proposed FY 2024 Planning Budget in the amount of \$31,651. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 2-0-0.***

ii. Animal Control

***Mr. Carroll motioned to approve the proposed FY 2024 Animal Control Budget in the amount of \$26,587. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed 2-0-0.***

B. Hickorytree Road – Release of Public Servitude

Town Administrator Sterndale reported that Hickorytree Road was not accepted as a public road and the 20-year clock for dedication rights has evaporated. The land will return to the abutters to the center of the road. Mr. Sterndale recommended making acknowledgment of this since someone had inquired recently about purchasing the land but the Town does not own it. A letter will be sent to abutters so they will be aware.

***Mr. Carroll motioned that the street be returned and discharged from all public servitude. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed 2-0-0.***

## VII. Old Business

A. MOU – Police Detail Rates

***Mr. Carroll motioned to approve the MOU raising the police detail rates from \$50/hr. to \$62.50/hr. and authorize Mr. Leclair to sign the MOU. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed 2-0-0.***

## VIII. Committee Reports

Mr. Leclair reported that Mr. Sterndale has sent out detail of where the proposed budget currently sits. The fund balance is at the maximum recommended holding. Funds will be recommended to be added to the funds for Building, Apparatus and Equipment and the Accrued Liability Fund.

Mr. Carroll reported that Parks & Recreation will meet tomorrow night.

## VIII. Minutes

A. October 30, 2023

***Mr. Carroll motioned to approve the October 30, 2023 meeting minutes. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed 2-0-0.***

B. Consideration of Unsealing Non-Public Meeting Minutes

- i. 6/9/2014
- ii. 7/2/2014
- iii. 1/20/2015
- iv. 6/17/2015
- v. 2/15/2016

The Board indicated they had reviewed the meeting minutes and found no reason to keep them sealed.

***Mr. Carroll motioned to unseal the minutes of the non-public minutes as presented. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed 2-0-0.***

**IX. Non-Public Session – 91-A:3(II)(d)** consideration of the acquisition, sale or lease of real or personal property

***By Roll Call, Mr. Leclair motioned to go into non-public session pursuant to 91-A:3(II)(d) consideration of the acquisition, sale or lease of real or personal property. Mr. Carroll seconded the motion. A roll call vote was taken, Mr. Leclair voted aye, Mr. Carroll voted aye. The motion passed 2-0-0.***

The meeting room was closed to the public at 7:48 PM.

***Mr. Carroll motioned to come out of non-public session. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed 2-0-0.***

The meeting room was opened to the public at 8:11 PM.

***By Roll Call Vote, Mr. Leclair motioned to seal the minutes of the non-public session. Mr. Carroll seconded the motion. A roll call vote was taken, Mr. Leclair voted aye, Mr. Carroll voted aye. The motion passed 2-0-0.***

## **X. Adjournment**

***Mr. Carroll motioned to adjourn the meeting at 8:11 PM. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

Respectfully submitted,

Nancy Hoijer, Recording Secretary