

**Town of Auburn
Board of Selectmen
Stritch Meeting Room
Town Hall
December 19, 2022
Approved Minutes
7:00 PM**

Selectmen Present: Michael Rolfe and Tom Carroll

Others Present: Representative Jess Edwards, Alan Villeneuve, Chair – Auburn Village School Board, Mike DiPietro, Library Director Daniel Szczesny, Finance & Budget Administrator Mimi Friolet, Town Administrator Chris Sterndale, and Nancy Hoijer, Recording Secretary

I. Call to Order

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

II. Public Comments

Mr. DiPietro asked about the job description for the Road Agent. Mr. Rolfe indicated the description had not been formalized yet and the proposal is to create a committee after the budget season wraps up, the first of the year.

III. Appointments with the Board

IV. Consent Agenda

Mr. Rolfe read out loud and offered for inspection the Consent Agenda for the week of December 19, 2022 which included: a Payroll Manifest in the amount of \$63,668, and an employee step increase from G5, Step 7 to Step 8.

Mr. Carroll motioned to approve the Consent Agent for the week of December 19, 2022. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

V. New Business

A. 2022 Encumbered Funds

- i. Griffin Mill Bridge \$105,477.50
- ii. Library Architectural Services Contract \$20,000

Mr. Carroll motioned to approve the 2022 Encumbrances as presented. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

B. New Positions

Mr. Sterndale noted he discussed the creation of the two new positions with Selectman Leclair (not present) and he had no questions.

Mr. Sterndale noted the positions are:

Finance and Budget Administrator – Mimi Friolet
Human Resources and Communication Coordinator – Patricia Rousseau

Mr. Carroll motioned to approve the creation of the two new positions and rates of pay for the Finance and Budget Administrator, as exempt, at a Grade 12, Step 6, and for the Human Resources and Communications Coordinator at a Grade 8, exempt position, at Step 10. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

C. Representative Jess Edwards

i. Request for Memorial Bench – *Tabled*

Mr. Edwards provided a handout to the Board with pictures and location requesting to place a memorial bench in honor of his late wife who passed away in February. Mr. Edwards would be responsible for the cost of the trex bench up to \$600.

Mr. Rolfe expressed concerns about vandalism but noted the Board would table consideration to the next meeting.

Mr. Edwards noted the vendor was willing to lock in last year's rates if he reached an agreement soon.

ii. Annual Outreach

Representative Edwards noted he was re-elected and was checking in to see if the Town had any concerns to please reach out to him.

D. Auburn Village School Board – Chair Alan Villeneuve

Mr. Villeneuve provided a brief update to the Board on Auburn Village School Board matters and discussed the upcoming Deliberative Session on Saturday, February 4th (snow date of February 11th). He recommended having the moderator come in and speak with the Select Board and School Board. Mr. Villeneuve indicated the only two warrants the School would have are the operating budget and the teacher's contract which is still under negotiation. He noted paraprofessionals expressed a wish to unionize but did not make the warrant deadline for this year. The proposed budget for AVS has a 2.78% increase, \$480,000 over last year. He indicated the bus contract this year had taken up a lot of administrative time and hopes a new contract will be worked out. He reported parents were left scrambling to pick up students when the buses weren't able to come. Fall sports are doing well, especially girl's cross country who has one runner top in state.

Mr. Villeneuve reminded there are easements to be worked out still with Manchester Water Works concerning the parking lot, access and detention pond.

Mr. Villeneuve indicated with the addition and renovation AVS is still at capacity since the four classrooms were not done and COVID reset a lot of distancing parameters. Storage is an issue, and they receive a lot of requests for new programming they have to wait to implement until space becomes available.

VI. Old Business

A. MWW – Easements - *Tabled*

Mr. Sterndale will research the status of the easements proposed with MWW.

B. Town Crier Survey Results – Mimi Friolet

Mrs. Friolet provided the Board with results of the Town Crier survey concerning residents' opinions on continuing to receive the publication in printed form, given recent price increases. She reported feedback from 10% of the community and 70% wanted the printed edition to continue, across age categories: 20-40, 40-60 and 60 above. They provided a lot of suggestions of what they would like to see. She indicated online availability was split in the age 40 plus category.

VII. Committee Reports

Mr. Carroll reported Parks & Recreation met and the Hiltz Community Service Award recipient was discussed. The winner will be announced.

Mr. Rolfe reported the Planning Board would go ahead with a Lot Line Adjustment for Cedar Crest but did not want to waive any rights to rangeways.

VIII. Upcoming Meetings

A. Mon. Jan. 9, 2023

IX. Minutes

A. December 5, 2022 – public and non-public

Mr. Carroll motioned to approve the December 5, 2022 Public and Non-Public Meeting Minutes. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

X. Adjournment

Mr. Rolfe motioned to adjourn the meeting at 7:35 PM. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,
Nancy Hoijer, Recording Secretary