

**Town of Auburn
Board of Selectmen
August 22, 2016**

Selectmen Present: James Headd & Dale Phillips

Selectmen Absent: Richard Eaton

Also Present: Mike DiPietro, Mike & Linda Dross, Michael Rolfe, Paula Marzloff, Residents; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

Mr. Headd called the meeting to order at 7:00 p.m. and led the audience in the Pledge of Allegiance.

Approval of Accounts Payable for Week of August 17th, 2016

Mrs. Phillips moved to approve the Accounts Payable Manifest in the amount of \$131,850.77 for the week of August 17th, 2016; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Approval of Payroll for Week of August 22nd, 2016

Mrs. Phillips moved to approve the Payroll Manifest in the amount of \$45,417.22 for the week of August 22nd, 2016; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of August 22nd, 2016

Correspondence

Letter of Support/Transportation Alternatives Program Grant Application

Tax Collector Warrant/Land Use Change Tax

Matthew & Julie Demers, 583 Bunker Hill Road (Tax Map #5, Lot #87-1) - \$13,000

Payroll Check Register

\$1,449.95 (Missed Pay Check with Original Payroll Run)

Pistol/Revolver License

Eight (8) Licenses

Mrs. Phillips moved to approve the Consent Agenda as presented; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

New Business

Tax Collection Audit/First Quarter 2016

Mr. Herman informed the Board that with the change in employees in the Tax Collectors office the records should be audit for the January 1 to March 31, 2016 period. Mrs. Sylvia was response for this period.

Mrs. Philips moved to accept the engagement letter from Vachon Clukay & Company PC to audit the tax collector reports of Tax Collector Kathleen Sylvia for the period of January 1, 2016 to March 31, 2016 and to authorize the Town Administrator to sign the engagement letter; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Review of Shared Property Maintenance

Mr. Headd stated that he and Mr. Herman had meet with the Auburn Village School regarding the potential of having a joint property maintenance efforts. Mr. Herman indicated that the Auburn School Board has designated Business Administrator Karen Lessard, Director of Maintenance Scott Dube and School Board Member Mark Comeau. Mr. Herman would recommend that he, Finance Director Adele Frisella and one Selectmen sit on this study committee to look into the feasibility of this matter. Mr. Headd suggested Mrs. Phillips sit on this committee. Mrs. Phillips agreed she would.

Goal Setting for 2017

Mr. Herman informed the Board that Primex offers a process to facilitate establishing goals and strategies to help guide towns. Mr. Herman went on to note that there is no cost for this service and if the Board is interested he could attempt to schedule the process to commence this fall/winter. Mr. Headd stated that he likes the idea of Primex facilitating. Mrs. Phillips asked how long the process typically took. Mr. Herman informed the Board that the town of Exeter had indicated that it was a one day meeting and a report was developed by Primex from there. The Board agreed to move forward with this.

Old Business

TAP Grant Application

Mr. Herman noted that the grant for the multi-use path will be filed this week. Mr. Herman explained that using the terminology multi-use path opposed to a sidewalk the path does not have to be maintained in the winter. Mr. Herman went on to inform the Board that there are 56 communities applying for grants through this program, only 10 to 12 will be approved and a few more may be placed in reserve. The Board agreed that the odds are against the town but it is worth a try.

Voting Delegate/NHMA Legislative Conference

The Board reviewed a memo from NHMA, the date of the Legislative Policy Conference will be September 23rd. Mr. Herman indicated that Mr. Headd has typically attended as representative for Auburn. Mr. Headd stated that he is willing to volunteer again, his legislative experience is a benefit at the conference.

The Board agreed to meet next on Monday, September 12, 2016.

Minutes

Mrs. Phillips moved to approve the minutes of the August 8, 2016 Public Meeting, August 8, 2016 Non-public Meeting; August 16, 2016 Public Meeting; August 16, 2016 Non-Public Meeting; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Non-Public Session

Mrs. Phillips moved to enter into non-public session pursuant to RSA 91-A 3, II (c) Reputation of any person other than a Board member at 7:13 p.m.; Mr. Headd seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes. The motion passed.

Meeting in Non-Public Session with Town Administrator Herman and Secretary Lafond.

The Board reviewed previously sealed Non-Public meeting minutes.

Mrs. Phillips moved to exit non-public session; Mr. Headd seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes. The motion passed.

Mrs. Phillips moved to unseal the minutes of the non-public meeting held on June 7, 2010 x2 and June 14, 2010; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Mrs. Phillips moved to adjourn; Mr. Headd seconded the motion; all were in favor, the public meeting ended at 7:21 p.m.