

**Town of Auburn
Board of Selectmen
September 26, 2016**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: Carrie Rouleau-Cote, Building Inspector; David Nye & Alex Eisman, Parks and Recreation Commission; Mike DiPietro, Mike Dross, John H. Rolfe, Paula Marzloff, Scott Norris, and Jeff Porter, Residents; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

Mr. Headd called the public meeting to order at 6:45 p.m. and led the audience in the Pledge of Allegiance.

Approval of Payroll for Week of September 19th, 2016

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$48,045.75 for the week of September 19th, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of September 26th, 2016

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$581,811.96 for the week of September 26th, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of September 12th, 2016

Mortgage Discharge

Mortgage of the Wellington/Auburn Realty Group, LLC to the Town of Auburn dated March 16, 2000.

Master Equipment Lease/Purchase Financing Agreement / Ford Motor Credit

Schedule: 6387017 – Two (2) 2017 Ford Police Interceptor Utility Vehicles

Pistol/Revolver License

Seven (7) Licenses

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

FY 2017 Budget Presentations

Welfare

Account Number	Account Description	Proposed Amount	Approved Amount
01-4442-0-002-1	General Welfare Assistance	\$15,000.00	\$15,000.00

Mrs. Lafond presented the Welfare budget, the proposed budget reflects a decrease from the prior year. Ms. Lafond indicated that the number of applicant has decreased from prior year. Based on the year to date expended figure she believes there is more than enough funds to support any influx that the winter months may bring. Ms., Lafond added that based on the totals expended in the last three years, \$15,000 should be sufficient for the coming year.

Mrs. Phillips moved to approve the Welfare budget as presented; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Building Inspector

Account Number	Account Description	Proposed Amount	Approved Amount
01-4240-3-320-1	Building Inspector Engineering Services	\$500.00	\$500.00
01-4240-3-350-1	Building Inspector Legal Expenditure	\$3,000.00	\$3,000.00
01-4240-5-510-1	Building Inspector Cell Phone Reimbursement	\$600.00	\$600.00
01-4240-6-610-1	Building Inspector Office Equipment	\$500.00	\$500.00
01-4240-6-645-0	BI Dues, Workshop, Seminars	\$3,500.00	\$3,500.00
01-4240-6-650-1	Building Inspector Books	\$500.00	\$500.00
01-4240-6-660-1	Building Inspector Safety Equipment	\$150.00	\$150.00

01-4240-6-670-1	Building Inspector Printing, Forms, Supplies	\$300.00	\$300.00
01-4240-7-710-1	Building Inspector Vehicle, Repairs & Maint.	\$750.00	\$750.00
01-4240-7-720-1	Building Inspector Fuel/Mileage	\$800.00	\$800.00

Mrs. Rouleau-Cote presented the Building Inspector budget line by line, the proposed budget reflects a decrease from the prior year. The proposed changes from prior year include, an increase to Building Inspector Engineering Services as a result of the solar energy panel installations. Building Inspector Cell Phone Reimbursement is increased to fund hot spot Wi-Fi so that Mrs. Rouleau-Cote may use her iPad in the field. Building Inspector Fuel/Mileage is decreased due to the town being able to purchase gas wherever has the lowest gas prices with the WEX fleet cards. Mrs. Rouleau-Cote informed the Board that year to date there have been 27 new home permits issues and 532 permits.

Mrs. Phillips moved to approve the Building Inspector budget as presented; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Parks & Recreation

Account Number	Account Description	Proposed Amount	Approved Amount
01-4520-0-001-1	Recreation Senior Trip	\$12,500.00	\$12,500.00
01-4520-0-001-2	Recreation Family Events	\$14,400.00	\$14,400.00
01-4520-0-001-3	Recreation Basketball Program	\$800.00	\$800.00
01-4520-0-001-4	Recreation Ski Program	\$2,800.00	\$2,800.00
01-4520-0-001-6	Recreation Community Service Award	\$600.00	\$600.00
01-4520-0-001-7	Recreation Soccer Program	\$800.00	\$800.00
01-4520-0-001-8	Recreation Senior Dinner	\$1,500.00	\$1,500.00
01-4520-2-250-1	Recreation Mileage Reimbursement	\$800.00	\$780.00
01-4520-3-360-1	Recreation Playground & Parks	\$2,000.00	\$2,000.00

01-4520-5-520-1	Recreation Electricity	\$2,500.00	\$2,500.00
01-4520-5-550-0	Recreation General Maintenance	\$21,300.00	\$21,300.00
01-4520-5-550-4	Recreation Ice Rink	\$3,000.00	\$3,000.00
01-4520-5-560-1	Recreation Trash Removal	\$600.00	\$600.00
01-4520-5-560-2	Recreation Chemical Toilets	\$5,400.00	\$5,400.00
01-4520-6-670-0	Recreation Phone & Office Supplies	\$800.00	\$800.00

Mr. Nye presented the Parks and Recreation budget line by line, the proposed budget reflects a decrease from the prior year.

Mrs. Phillips asked if the Parks and Recreation Commission have ever given any thought about going up on the cost to the seniors for the seniors trips. Mr. Nye indicated that they have given it some thought but ultimately have not because it will not go over well.

Family Events is decreased. \$9,000 for Summerfest, \$2,000 for two concerts in the park, \$800 for the senior BBQ, \$800 for the coffee house and \$1,800 for the winter carnival. Mr. Herman believed that the senior BBQ was budgeted for in the Senior Dinner budget line last year. Mr. Nye indicated that it was paid for under Family Events. Mrs. Phillips asked Mr. Nye to look into this.

Basketball Program is increased to fund new nets, backboards and stripping.

Community Service Award is increased to give the award to more than one person this year. Mrs. Phillips asked what the award is. Mr. Nye indicated generally a plaque and a gift certificate. Mr. Eaton would like this line to be kept level funded at \$400.

Soccer Program is increased and included \$600 for a pallet of paint and \$200 for nets.

Mileage Reimbursement is increased. Mr. Nye informed the Board that the Recreation employees need to travel to each park for inspection daily now as needles have been found. This line also funds trips to and from the transfer station to dispose of the trash from the parks and playgrounds.

Electricity is increased. The Board commented that the town is receiving lower rates due to a consortium agreement. Mr. Nye indicated that an increase may be seen with new lights in the new Wayne Eddows field parking lot.

General Maintenance is decreased. This line includes Kid Cushion (\$1,000 for Wayne Eddows fields, \$1,500 for Circle of Fun playground and \$800 for Appletree Park), \$800 for replacement bricks at Bicentennial Park, \$2,000 for an underground electric line to light the monuments and flag pole at the Bicentennial Park. Mr. Nye informed the Board that the Recreation Commission received kiosks and they would like to outfit them with message boards and have one at Circle of Fun, Appletree Park, the Safety Complex fields and the skate rink. The cost for this is \$2,000. Over hanging trees are posing safety concerns are Appletree Park and Circle of Fun, the cost for trucking, cutting and

equipment is \$5,900. This line also includes \$5,500 for gravel for Wayne Eddows fields, Circle of Fun, Appletree Park, Safety Complex field and the skate rink parking lots. Mr. Nye stated that the Recreation Commission re-gravels these areas every other year. \$1,800 for replacement edging and loam at Circle of Fun.

Ice Rink is increased. Mr. Nye indicated that the rink was sealed last year but it didn't work, the company will look at again. If the repair doesn't work the Recreation Commission would like to repave the rink and the basketball.

Trash Removal is increased to include a dumpster at Wayne Eddows fields for events, in the past one was donated but the individual has retired so now one will need to be paid for. New trash cans are needed as well.

Phone and Office Supplies is increased. Ms. Lafond indicated that when she renegotiated the town's cell phone plan some of the less expensive phone lines like the Recreation Secretary and the Animal Control Officer went up in cost, this was offset by a decrease to the town's air cards which are utilized by the Police and Fire departments.

Recreation Improvements

Account Number	Account Description	Proposed Amount	Approved Amount
01-4520-9-940-1	Recreation Improvements	\$285,400.00	\$285,400.00

Mr. Nye presented the Recreation Improvement budget line, the proposed budget reflects an increase from the prior year.

Mr. Nye indicated that the proposed amount includes \$2,800 for gate widening at Wayne Eddows fields, \$5,500 for screening of the stockpiled loam for the soccer fields. \$10,000 for dugouts at the Wayne Eddows fields (four at \$2,500 each). Mr. Nye noted that they may be able to do footings and headwalls for two dugouts this year. \$54,400 for phase II field extension which is the walking path. Mr. Nye stated Stantec had originally estimated the cost at \$60,178. Mr. Nye stated that with the remaining funds a 30 by 40 maintenance building be constructed at Wayne Eddows. Mrs. Phillips stated that for long term planning purposes she would like to see a full plan of what is proposed for the whole Wayne Eddows area before she is comfortable approving anything. Mr. Nye stated that he could provide the plan that Stantec had designed. Mrs. Phillips stated that she is not in favor of what the Parks and Recreation Commission has presented, there are a lot of other things to consider like what the Commission intends for the Parks and Recreation Program Manager position. Mrs. Phillips noted that the school will be presenting a renovation plan again so that should be kept in mind when planning for large expenditures elsewhere. Mr. Eaton stated that he thinks that the Recreation Commission should look into just buying loam rather than stockpiling and screening it and perhaps this year, with the school's proposal as Mrs. Phillips noted, is not the time to construct the walking path. The

Recreation Commission would rework their proposal and have a plan available for Mrs. Phillips for the next meeting of the Selectmen.

Auburn School District Master Planning Committee

The Board indicated that the School Board will not be present this evening but there is a public input session on Thursday, October 13th at 6:30 p.m. regarding the School Boards renovation proposal.

New Business

Budgeting for Building Expenses

Mr. Herman indicated that one of the recommendations of Municipal Resources, Inc. was that the town consider aggregating various expenses for building costs into one central Town Hall account as opposed to splitting them out in individual department budgets. Mr. Herman suggested that lines be established per building for tracking and budgeting purposes but they could still be removed from the individual department budgets. The Board agreed that this was a good idea.

Old Business

Town Hall – Front of Building

The Board reviewed a project estimate for the design of the Town Hall entrance. The Board agreed that they would like to move forward with phase 1 of the proposal which includes design and construction drawings.

Mr. Eaton moved to authorize Phase I of the proposal from Alternative Designs, Inc. which includes design in the amount of \$750 and color rendering in the amount of \$500.00; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

The Board agreed to the following meeting dates in order to complete annual budget presentations:

October, 17th

October 24th

October 31st

November 7th

November 14th

Mr. Dross informed the Board that there are 500 feet left of Dearborn Road left to dig up, they have run into huge boulders and the blaster will need to be called back out. There

have been a lot of unsuitables in the road that need to be removed and replaced with good materials.

Minutes

September 12th, 2016 Public Meeting

Mrs. Phillips moved to approve the minutes of the September 12th, 2016 public meeting; Mr. Headd seconded the motion; Mr. Eaton abstained, the motion passed unanimously.

Mr. Headd moved to adjourn; Mrs. Phillips seconded the motion; all were in favor, the public meeting ended at 8:09 p.m.