

**Town of Auburn
Board of Selectmen
July 10, 2017**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: Amy Lachance, Parks and Recreation Coordinator, Jeff & Elaine Burnap, Dan Tellier, Don & Wanda Jackson, Paula Marzloff, Susan Goodhue, Scott Norris, Mike & Linda Dross, Mickey Rolfe, Russ Sullivan and Mike DiPietro, Residents; William Herman, Town Administrator; Kathryn Lafond, Executive Assistant

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

Approval of Payroll for Week of June 26th, 2017, Accounts Payable for Week of July 3rd, 2017 & Payroll for Week of July 10th, 2017

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$46,178.51 for the week of June 26th, 2017, the Accounts Payable Manifest in the amount of \$1,807,472.66 for the week of July 3rd, 2017 & the Payroll Manifest in the amount of \$46,178.51 for the week of June 26th, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of July 10th, 2017

Petition and Pole License / PSNH dba Eversource Energy

One pole located on Haven Drive
One pole located on Chester Road

Master Equipment Lease – Purchase Agreement Amendment

Ford Motor Credit Company / Police Vehicle Lease – Purchase

Accounts Payable Manifest

Missed Invoice - \$4,560.00

Appointment / Inspector of the Election

Barbara A. Chapman

Land Use Change Tax Warrants

37 cluster (condominium) lots developed at the Village at Mount Minor – 37 lots @ \$4,000 each - \$148,000

Correspondence

Thank you for service – Donald Marzloff

Invitation to Committee Appointment – Robert J Desfosses

NH Department of Revenue Administration Confirmation

Auburn will not be using PA-28 Inventory of Taxable Property From for 2018

Abatement – Refund Request

Duplicate Payment – 62 Hawthorne Drive (Tax Map #5, Lot # 62-22) - \$3,690

Duplicate Payment – 32 Westford Drive (Tax Map #2, Lot #3-49) - \$3,831

Pistol/Revolver License

Two (2) License(s)

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

Public Hearing

Pursuant to RSA 35 and Article 4 of the 2006 Town Meeting, the Selectmen held a public hearing for the purpose of receiving public comment concerning the withdrawal and expenditure of \$3,250.00 from the Town Building Rehabilitation Capital Reserve Fund for the replacement of the deck railings on the porch and ramp at the Griffin Free Public Library. There were no comments from the public. The Board agreed that the new railings look nice. Mrs. Phillips noted that it is a 100% improvement.

Mrs. Phillips moved to authorize the withdrawal of \$3,250 from the Town Building Rehabilitation Capital Reserve Fund for the replacement of the deck rails on the

porch and ramp at the Griffin Free Public Library; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Appointments with the Board

Jeff Burnap – Intersection of Ridge Court and Wilson Crossing Road

Mr. Burnap introduced himself and indicated that he was here this evening to discuss a safety concern that he has regarding the site distance at the intersection of Ridge Court and Wilson Crossing Road. Mr. Burnap stated that he talked to Road Agent Dross who asked that the area is marked and informed him that the area would be under advisement, which was in April. Mrs. Burnap informed the Board that people on Wilson Crossing Road cannot see Ridge Court and described two near misses with a fire truck and a school bus. Mr. Burnap added that vehicles are at the fog line before they can see coming out of Ridge Court. Mr. Eaton asked for Mr. Dross's input. Mr. Dross indicated that when he drove the area he did not have a problem with visibility. Mr. Dross continued that Seth from Stantec Consulting to a look and too did not see an issue but he did suggest some limbs to cut. Mrs. Burnap explained that her brother plows in town and this past winter the snow banks were so high that it interfered with visibility coming out of Ridge Court onto Wilson Crossing Road especially taking a left, she and others would avoid it. Mr. Eaton asked if there were trees in the right of way. Mr. Dross indicated there are and there are worse intersections in town. Mr. Dross believed that if the town starts to address every intersection it will get costly. Mr. Dan Tellier presented photos to the Board taken from a vehicle on Wilson Crossing near ridge court, he believed that the pictures showed that there is no issue. Mr. Tellier informed the Board that the trees provide a buffer from the road to his house on the corner of Ridge Court. Mr. Tellier noted that the one thing that could be considered an obstruction is the telephone. Mr. Sullivan suggested that Statnec measures the sight distance. Mr. Dross noted that the standards today are different from when Ridge Court was originally put in. Mr. Don Jackson introduced himself to the Board and also presented pictures. Mr. Jackson had his wife pull her car up to Wilson Crossing Road and then stand farther ahead approximately five feet at the fog line, he then took pictures at 100, 200 and 300 feet away. Mr. Jackson indicated that the pictures show no obstruction to the line of sight. Mr. Jackson also expressed his irritation with the whole matter as it is his property to be destroyed if any trees are cut, neither he or his wife give their permission for anyone to cut his trees. Mrs. Jackson asked if there were any other residents of Ridge Court here tonight with complaints. Mrs. Burnap stated that two other residents gave her permission to relay their complaint, they would not come due to an intimidation factor. Mrs. Jackson commented that was ridiculous. Mr. Jackson indicated that was not true. Mrs. Phillips asked if there were any known accidents in the area. Mr. Dross stated not to his knowledge. Mr. Tellier stated that if residents on Ridge Court come

to a complete stop and inch forward they should not have an issue. Mr. Herman informed the Board that Dan Tatem of Stantec and Road Agent Dross will be going out tomorrow to take a look. The residents indicated that they would like to be present. Mr. Dross stated that he can knock on their doors when they are in the area. The Board agreed to revisit the matter at their next meeting on July 24th.

Amy Lachance, Parks and Recreation Coordinator – Self-funding Programs Proposal

Mrs. Lachance explained to the Board that similar to the Fast Track running program that they previously approved, she would like to propose two new self-funding programs for this year. One being a babysitter's course in November which would cost approximately \$350 which would be offset by the enrollment fee to be paid by the participants. The other program is a creative movement program for children ages 2 to 5 years old. The approximate cost of this program is \$400. The Board agreed that they were ok with Mrs. Lachance moving forward with these programs. Mrs. Phillips asked regarding the Fast Track program. Mrs. Lachance informed the Board that the program will begin in August, 25 participants were the maximum about that could be allowed and the town received 23 enrollees. The Board thanked Mrs. Lachance for her efforts.

New Business

Potential Selective Cutting of Greenspace Properties

Mr. Herman noted that the potential to have selective cutting done on town owned properties has been discussed on and off. 11 properties could possibly be cut. Mr. Herman sought direction from the Board to see input from Mr. John O'Neil from Manchester Water Works for the best way to secure a logger for this type of work. Mrs. Phillips believed that this may be a good revenue source for the town. The Board agreed that Mr. Herman should move forward with contacting Mr. O'Neil as proposed. Mr. Eaton suggests two other properties, one on Nutt Road and one on Steam Mill Road that may be good pieces of property to look into as well. Mr. Herman would look into those properties and include them in this list.

Board of Selectmen and School Board Meetings

Mr. Herman explained that after the recent community facilitation meeting at the Auburn Village School as a couple of School Board members suggested that the School Board and the Board of Selectmen meet perhaps quarterly. Mrs. Phillips indicated that she thought that the last joint meeting was productive. The Board agreed that they were ok

with periodic meetings with the School Board to enhance communication between the two entities.

Potential Solar Power for Town Buildings

Mr. Herman informed the Board that the Southern New Hampshire Planning Commission (SNHPC) as well as other towns have requested proposals and installed solar panels. SNHPC will see a “profit” in approximately 9 years. Mr. Herman asked if the Board would like him to seek proposals for the Safety Complex and/or the Town Hall. Mr. Eaton was not sure if the Town Hall was a good building but thought that the Safety Complex may be. Mrs. Phillips thought that it was a good thing to look into. Mr. Eaton indicated that he and former Selectmen Russell Sullivan had at one time discussed the possibility of a solar field on one of the towns owned properties that may be more productive than panels. Mrs. Phillips stated nothing ventured, nothing gained. Mr. Headd indicated his support to look into the options. Mr. Rolfe suggested that the Board talk to the Fire Department about any concerns that they may have regarding the installation of panels. Mrs. Marzloff note to the Board that solar installation as part of the school renovations was discussed at one of the School Board meetings and it deemed not feasible, the panels would be out of date before the school would see a return.

Potential Sale of Tax Deeded Properties

The Board has previously discussed and had looked into possible town properties to sell, the list of properties has been narrowed down to three lots on Appletree Road. Mrs. Phillips indicated that the lots aren’t much but maybe abutting property owners would want the land. Mrs. Marzloff noted that the lots are less than 2 acres. Mr. Eaton indicated that two of them are but one lot is three acres which meet zoning regulations. Dale agreed that the town would need to be upfront regarding the zoning regulations for the less than two acre lots.

Old Business

Nutt Road

Road Agent Dross updated the Board on the progress on Nutt Road. Mr. Dross indicated that they hit ledge in a couple of spots so he has placed a call to the blasting company. A few boulders were encountered and not much gravel but the project is moving along. Mr. Dross informed the Board regarding the sink hole on Dartmouth Drive. Mr. Dross explained that the pipes were scoped. The repair patch was left unpaved and the gravel settled so he believes that there are more issues in the area than just broken conduit. Mr.

Dross noted that if the patch had been paved over another sinkhole would have occurred in the same area. Mr. Dross believes that water coming off the ledge farther up the road is the source of the problem.

Mr. Dross informed the Board that there were some trees and limbs down from Saturday's storm. Pingree Hill was closed at one point. He believes by the Fire Department but he was not notified and he did not see the need to close the road. The Board indicated that they can follow up on this. Mr. Dross also informed the Board that fluorescent bulbs were dropped off at the town garage. Mr. Rolfe indicated by the Fire Department. Mr. Dross asked what the Selectmen would like him to do with them. Mr. Eaton suggested that the town looks into how to recycle the bulbs as Waste Management will not take them because they are considered hazardous waste.

Town Properties Adjacent to the Wayne Eddows Memorial Fields

Mr. Herman informed the Board that after the most recent review of the field property it is clear that the three town properties are being utilized. He would recommend that the Board considers voluntarily merging the three lots together into one property. The Board agreed to this. Mr. Eaton stated that after the site walks the other day he believes that the area where additional fields were previously proposed is the only area for them. Mr. Herman relayed to the Board that the grant program which funded the first field in the area is accepting applications for next year and the Board had discussed constructing the walkway between the auxiliary parking lot and the fields next year. The Board was in favor of moving forward with pursuing this grant. Mrs. Phillips indicated that she would like a breakdown of cost for this walkway project. Mr. Herman stated that Dan Tatem of Stantec Consulting was revisiting the costs but provided Mrs. Phillips with the previous cost estimate from Stantec Consulting.

June 2017 PFA's Water Sampling

The Board was provided the results of the June sampling for PFA's from Stantec Consulting. Mr. Herman summarized that PFA's were present in the two groundwater samplings on the town's former landfill site but were not present in the two abutting residential wells. At this time the Board will wait for direction from NH Department of Environmental Services (NHDES) regarding how to address the matter.

Old Candia Road Culvert Hazard Mitigation Grant Project

Mr. Herman informed the Board that FEMA and the State were out on Thursday to inspect the work completed, he and Finance Director, Adele Frisella is in the process of closing out the project in order to be reimbursed.

Surety for Reclamation of Boxwood Drive Project

Mr. Herman indicated that the town had previously received approximately \$37,000 from the developer's bank as reclamation surety. The bank will be issuing a new letter of credit in an increased amount at which point the town will refund the \$37,000 to the bank. Mr. Herman noted that some pollution occurred on the property from work being done in the area, the Building Inspector and Stantec Consulting are working to resolve.

Update on Rockingham County Fiscal Year

Mr. Herman explained that the County officials intend to use a portion of their undesignated fund balance combined with a short term bond. Towns will continue to be billed in December rather than semi-annually.

Minutes

June 19th, 2017 Public Meeting

Mrs. Phillips moved to approve the minutes of the June 19th, 2017 public meeting; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

June 28th, 2017 Public Meeting

Mrs. Phillips moved to approve the minutes of the June 28th, 2017 public meeting; Mr. Eaton 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 the provisions of RSA 91-A: 3, II (d) Consideration of land acquisition; seconded by Mr. Eaton. A roll call vote was taken: Mr. Headd – yes; Mr. Eaton – yes; Mrs. Phillips – yes. The motion passed.

Meeting in Non-Public Session with the Selectmen were Town Administrator Herman and Executive Assistant Lafond.

The Board reviewed three employees' annual performance reviews.

Mrs. Phillips moved to come out of Non-Public Session; seconded by Mr. Eaton. A roll call vote was taken: Mr. Headd – yes; Mr. Eaton – yes; Mrs. Phillips – yes. The motion passed.

Mrs. Phillips moved to approve a step increase for the Building Inspector from a Labor Grade 10, Step 18 to a Labor Grade 10, Step 19, the Executive Assistant from a Labor Grade 7, Step 11 to a Labor Grade 8, Step 12, a two percent increase for the Welfare Officer, and the Land Use Administrator from a Labor Grade 8, Step 10 to

a Labor Grade 7, Step 11; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Adjourn

Mr. Headd moved to adjourn; Mr. Eaton seconded the motion. All were in favor, the meeting was adjourned at 8:10 p.m.