

**Town of Auburn
Board of Selectmen
July 31, 2017**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: Bob Magnusson, Waste Management; Dan Tatem, Stantec Consulting; Don & Wanda Jackson, Ed Gannon, Paula Marzloff, Susan Goodhue, Scott Norris, Mike Dross, Mickey Rolfe, Christine McLaughlin, Russ Sullivan, Tom Gonyea 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 12th, 2017

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$46,178.51 for the week of June 12th, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of July 17th, 2017

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$271,047.83 for the week of July 17th, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Payroll for Week of July 24th, 2017

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$44,357.98 for the week of July 24th, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of July 31st, 2017

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$1,209,983.61 for the week of July 31st, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of July 31st, 2017

Warrant to Collect Taxes / Land Use Change Tax

119 Haven drive (Tax Map #5, Lot #29-23) - \$12,000.00

69 Winchester Way (Tax Map #2, Lot #9-15) - \$12,500.00

Petition and Pole License / Eversource Energy

Two poles located on Spruce Lane

Request for Reimbursement / Hazard Mitigation Grant Program

Old Candia Road Culvert Project - \$55,385.00

Raffle Permit / Walk to End Alzheimer's

"Calendar Raffle" with 31 Prizes – Visiting Angels

Correspondence

James Thomas, 800 Hooksett Road

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.

Appointments with the Board

Bob Magnusson, Waste Management – Waste Oil Collection & Debris Disposal

Mr. Magnusson introduced himself to the Board indicating that he manages the transfer station in town as well as other in the state and the regional center in Rochester. Mr. Magnusson presented the Board with an overview of what he would like to discuss with them this evening. Mr. Magnusson began his discussion by informing the Board that next year will be Waste Management's 20th year in town, the transfer station became operational in 1998. The operation is pretty much the same as it has been since then. Mr. Magnusson stated that having the transfer station in town is an economic benefit to the town, he estimated the value of services provided for Auburn at \$400,000. Mr. Magnusson

continued that a while back the town had approached him about moving the waste oil collection from the former landfill site to the Waste Management site. Currently, Waste Management personnel hold a collection for waste oil one Saturday a month at the former landfill site out of the old dog pound enclosure. Mr. Magnusson presented the Board with a summary of oil collection from the site from May 2015 to June 2017. Mr. Magnusson pointed out that the summary includes one full year, 2016. In that year 371 gallons were collected with an average of 30 gallons per month. Mr. Magnusson began to address the concerns that Waste Management has with moving the waste oil collection on to their site. First there is the issue of space if the town took on the brush management that Waste Management currently does that would free up space for waste oil collection. Another hurdle for Waste Management is a deed restriction for the collection of waste oil. Mr. Magnusson notes that in previous discussions regarding this potential waste oil relocation Manchester Water Works were receptive to the idea of amending the restriction. Mr. Magnusson informed the Board that he looked into possible grant options and spoke with New Hampshire Department of Environmental Services (NHDES) today, he is not sure that moving the waste oil collection on to a third party property meets the criteria to qualify for the grant. Mr. Magnusson explained that the grant is for equipment for municipalities to process residential, not commercial, waste oil. He is waiting to hear back from NHDES with an answer whether the town could apply for the grant if the collection was on the Waste Management site and more information regarding applying for the grant. Mr. Magnusson indicated that contamination is also a concern for Waste Management. Waste Management does not want to handle and pays for handling hazardous waste should contaminated oil be dropped off. Mr. Magnusson noted that the State has an annual fund for contaminated oil handling but it is mainly provided to larger operations. Finally, in order to take on waste oil collection at their site Waste Management would need to modify their permit and Host Agreement with the town. Mr. Magnusson indicated that NHDES would likely be supportive of modifying the permit.

Mr. Magnusson asked if the town would want to take on brush management or eliminate it, adding that some towns collect the residential leaves and brush and have the Fire Department burn it and have the wood chipped. Mr. Dross commented that brush collection would work if there was staff, the town does not have staff for something like that. Mr. Magnusson indicated that the brush collected by Waste Management now gets hauled to the Epping NH facility. Mr. Headd asked how much is hauled to Epping. Mr. Magnusson did not have the numbers but would look it up and report back. Mr. Headd and Mr. Eaton asked how Waste Management would prevent contamination of the oil. Mr. Magnusson explained that he would propose not having the collection every day but perhaps one day per week, an attendant would need to supervise the area. There would also be a public education component, many do-it-yourself-ers who change their oil know not to mix it things such as antifreeze, etc. Mr. Magnusson noted that Waste Management also has cameras which could possibly pick up license plates should that be necessary.

Mr. Dross noted that currently at the former landfill site people will drop off buckets of oil unless it is dropped off when Waste Management is there they will not take it due to the possibility of contamination. Mr. Dross added that at one point the town had a company pick up the excess oil and the area is pretty clean now. The Board indicated that they would consider the information provided tonight.

Mr., Magnusson indicated that he has another matter to discuss with the Board tonight. Over the years that the town has grown and the Waste Management facility is a convenience for residents for their household trash but at times it can become more than that. Mr. Magnusson presented pictures to the Board, one of a truck with 5 mattresses. Mr. Magnusson informed the Board that at times it can be contentious and people can get aggressive. Mr. Magnusson went on to describe some incidents that have occurred at the Waste Management site. He would like to take a harder line on some of these things and would like the Boards support. In some instances he would like to revoke individual's rights to use the facility. It does not happen often but he wants to protect his staff and the facility. Mr. Magnusson discussed the possibility of volume limits and frequency limits. Some facilities address use issues through volume limits, the frequency could be hard to track and he is not sure that is feasible. Mrs. Phillips informed Mr. Magnusson that the Town does receive calls from residents who are redoing their deck or renovating a room, etc. who have experienced a hard time from the staff at the Waste Management type. Mr. Eaton indicated that he wants residents to be able to use the transfer station without issue but also wants to support Waste Management with their issues as well. Mr. Magnusson indicated that Waste Management could track egregious accounts at the transfer station and see what turns up and revisit the matter with the Board. Mrs. Phillips suggested that perhaps residents with larger loads should have to sign for the drop off so that Waste Management can ensure that it is residential and not business/commercial trash. Mrs. Phillips added that she does not want to restrict legitimate residential use but she does understand that there are some that take advantage which causes problems for Waste Management.

The Board thanked Mr. Magnusson for coming in. Mr. Magnusson indicated that as discussed he would follow up with NHDES and then the town regarding the grant and collect some data on the use of the transfer station and revisit the matter with the Board. Mr. Dross noted to the Board that the waste oil collection at the former landfill site is not a huge issue but the old dog pound is not the best location for it. Mr. Rolfe agreed to note that the roof of the enclosure is not in good shape, this was particularly noticeable this winter with the weight of the snow. Mr. Magnusson agreed and indicated that he has told his staff not to stand under the roof. Mr. Dross noted that the current waste oil collection site is not equipped for spills or contamination. Mr. Magnusson suggested to the Board that if the grant can only be used on municipal property perhaps the town would apply to use the grant to revamp the waste oil collection site at the former landfill property. The Board was in favor of looking into that.

Dan Tatem, Stantec Consulting – Ridge Court & Wilson Crossing Intersection Review

Mr. Tatem presented the Board with a letter regarding Ridge Court site distance. Mr. Tatem summarized that Stantec had visited the site at the towns requested and viewed the area and took measurements, they also meet with some abutters. Mr. Tatem continued that they did some research into standards and AASHTO standards are applied to new subdivisions in Auburn to enhance traffic flow, where Ridge Court is an existing intersection constructed in the 1980's prior to the current standards Stantec would recommend that the town applies the New Hampshire Department of Transportation (NHDOT) standards. This requires "all season safe sight distance" which is defined as no visual obstruction from 3 feet, 9 inches between 2 points from 10 feet off the edge of the travel way. Mr. Tatem informed the Board that the sight distance from Ridge Court 10 feet from the edge of Wilson Crossing Road is 771 feet to the left and 406 feet to the right. Mr. Tatem stated that there is a utility pole within the 400 feet but it does not block the view of approaching vehicles. Stantec does recommend that the stop sign on Ridge Court be relocated to 6 feet from the edge of Wilson Crossing and paint a stop bar on the pavement in order to enhance motorist's sight distance. Mr. Tatem indicated that Stantec had suggested that a limb and some brush be trimmed, he believed that the Road Agent has already had this done. Mr. Dross stated that was correct. Mr. Dross added that there will probably be time tomorrow to have the stop sign moved and he will call regarding the painting of the stop bar. The Board was in favor of moving forward with this and hope that it improves the situation for Ridge Court residents. Mrs. Jackson asked how much this will cost. Mr. Dross indicated that moving the stop sign would only take about 10 or 15 minutes to do so that would not cost much.

New Business

Draft Policy for Restoring Involuntarily Merged Lots

The Board was presented a draft policy for the restoration of involuntarily merged lots. Mr. Herman informed the Board that any owner that previously had their lots merged by municipalities without the owner's consent prior to September 18, 2010, may request that their lots be restored to the pre-merger status. Mr. Herman indicated that it would be helpful for the town to have a policy for how the resident and the town should go about this. Mrs. Phillips noted that residents should be aware that there are property tax implications in going back to two lots. Mr. Herman noted that the town would need to verify that the area to be restored to pre-merger status has not been improved on. Mr. Eaton thought there are probably not many in town. Mr. Herman agreed but informed the

Board that there have been two inquiries. The Board would review the policy and potentially schedule a public hearing to act on it.

Appointment to Fill Vacant Cemetery Trustees Position

The Cemetery Trustees would like the Board to formally appoint Mr. Paul Therrien to fill the vacancy on the trustee board. Mr. Herman noted that Mr. Therrien would fill the position until March at which time the remainder of the term would be voted on.

Mr. Eaton moved to appoint Mr. Paul Therrien as Cemetery Trustee as discussed; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Local Option for Allowance of Keno

Mr. Herman informed the Board that the Legislature through SB 191 approved keno gaming in the state with the proceeds to fund full day kindergarten. The NH Lottery Commission will administer and enforce gaming. Mr. Herman indicated that the board can choose to put allowing the operation of keno in Auburn on the ballot, voters can also petition for it to be on the ballot. Mr. Rolfe asked where keno would be operated out of. Mr. Eaton indicated that established need to have a liquor license. Mr. Herman followed up that establishments could be restaurants, hotels, pubs, social clubs, racetracks, etc.

Old Business

Update of Supplemental Highway Block Grant Funds

Mr. Herman informed the Board that the town is set to receive a one-time payment in the amount of \$137,228.26 from the State per Senate Bill 38 to be used for infrastructure and bridges. It, however, cannot be used for anything within the current budget.

Auction of Tax Deeded Properties – August 26th, 10:00 a.m.

Mr. Herman informed the Board that the auction for the 3 wooded towns owned lots on Appletree and Pinetree Road has been arranged through James R. St. Jean Auctioneers and is scheduled for Saturday, August 26th at 10:00 a.m.

Potential Sale of Limited Use Properties

Mr. Herman followed up with the Board regarding the potential sale of the town owned lots that have limited uses. Mr. Herman reminded the Board that nearly all of these lots do not have frontage and may only be of interest to abutters. Mr. Herman asked the Board if they would like to offer the properties to the abutters through a sealed bid process. Mr. Eaton asked if the town was obligated to accept the bids. Mr. Herman indicated that the Board could set a minimum amount that they would accept. Mr. Headd thought it was reasonable to notify the abutters. Mrs. Phillip asked if the 34-acre lot off Pingree Hill Road could be timbered. The Board agreed to have this looked into and give the matter a little more thought.

NHDOT Response to Town Request – NH Route 121

Mr. Herman informed the Board that about a year ago the town had addressed a letter to NHDOT regarding review of the speed limit and signage in the vicinity of 278 Chester Road, an area where there have been fatal accidents. Mr. Herman informed the Board that the state has just responded and will be installing chevron signs in the area.

Status of Town Hall Entrance Project

The Board agreed to move forward with putting this project out to bid.

Mr. Phillips indicated that she would like the tree out front of the Town Hall looked at and a quote sought to take it down. Mr. Dross would look into the cost for the Board. Mr. DiPietro suggested the Board have something else planted there. Mrs. Phillips suggested that a planting not be another tree so the roots don't grow into the new septic system.

Dedication of Town Hall Meeting Room

Mr. Headd informed those present that the Board had previously discussed dedicating this meeting room to Mr. Don Stritch. The Board has had a plaque made and would like to invite members of the town to the dedication ceremony on Monday, September 18th. Time will be determined but is tentatively set for 6:00 p.m.

Other Business

Fire Chief, Ed Gannon asked the Board what the status was of the recent survey the Board had sent out to be completed by Fire Department members and past members. Mr. Gannon noted that his members took time out of their days to complete the survey and a few have asked him what the status was of it. Mr. Headd indicated that the Board was in receipt of a report out of the surveys and they would present it at their next meeting. Mr. Eaton added that the report would also be released to the public and Mr. Gannon would receive a copy in advance. Mr. Eaton asked that Mr. Gannon is provided a copy tomorrow.

Minutes

July 10th, 2017 Public Meeting

Mr. Eaton moved to approve the minutes of the July 10th, 2017 public meeting; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Non-Public Session

Mr. Eaton moved to enter into Non-Public Session pursuant to the provisions of RSA 91-A: 3, II (e) Consideration of pending claims or litigation; seconded by Mrs. Phillips. A roll call vote was taken: Mr. Headd – yes; Mr. Eaton – yes; Mrs. Phillips – yes. The motion passed at 8:07 p.m.

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

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.

Mr. Eaton moved to seal the minutes of the non-public session; Mrs. Phillips 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 8:12 p.m.