

**Town of Auburn
Board of Selectmen
December 4, 2017**

Selectmen Present: James Headd & Richard Eaton

Absent: Dale Phillips

Also Present: Sylvia von Aulock & Maddy Dilonno Southern New Hampshire Planning Commission; Doug McNutt, AARP; Deb Desrosiers, Mike & Linda Dross, Mickey Rolfe, Paula Marzloff, & 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 November 27th, 2017

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$45,456.53 for the week of November 27th, 2017; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of December 4th, 2017

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$1,783,154.34 for the week of December 4th, 2017; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Approval of Payroll for Week of December 4th, 2017

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$9,500.00 for the week of December 4th, 2017; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of December 4th, 2017

Abatement – Refund Request

23 Cedar Crest Lane (Tax Map #9, Lot #28-1-3) – Overpayment/Duplicate Payment - \$4,725.00

18 Sun Valley Road (Tax Map #18, Lot #24) – Overpayment/Duplicate Payment - \$2,478.00

30 Preston Way (Tax Map #8, Lot #63-7) – Overpayment/Duplicate Payment - \$4,019.00

40 Wilson Crossing Road (Tax Map #18, Lot #32) – Overpayment/Duplicate Payment - \$2,491.00

279 Bunker Hill Road (Tax Map #8, Lot #23-2) – Overpayment/Duplicate Payment - \$2,705.00

Perambulation of Record

Town line between Hooksett and Auburn – Year 2017

Correspondence

Street Light Request to NH Department of Transportation, Division 5
Cover Letter for Amended Town of Auburn Personnel Policy
Longevity Letter to 27 Town of Auburn Employees
Waiver Request Response to Chief Picard

Acceptance of Road Form

Anderson Way

Pistol/Revolver License

One (1) License(s)

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

Appointments with the Board

Sylvia von Aulock, Maddy Dilonno & Doug McNutt – Age-Friendly Community Program

Mrs. von Aulock introduced herself to the board and explained that Southern New Hampshire Planning Commission (SNHPC) received funding from Tufts Health Plan Foundation and are working with AARP to conduct age-friendly assessments in communities and work with communities to implement pilot programs. Mrs. von Aulock continued that assessments have been conducted in all 14 municipalities that are in the SNHPC region and the assessments focused on transportation & connectivity, housing & zoning, recreation & engagement, and business & economic development. Mrs. von Aulock stated that the next phase is the pilot programs so SNHPC is looking for communities to participate. Ms. Dilonno indicated that AARP provides tool kits to assist towns to create age-friendly strategic plans. Ms. Dilonno added that this is not just for large cities, this can benefit the small towns and depressed towns. Mr. McNutt confirmed that AARP has a lot of resources and are happy to devote them to towns for this purpose. Mrs. von Aulock informed the Board that SNHPC has enough funding to work with three (3) communities; if Auburn is interested the town should send a letter of interest. Mrs. von Aulock added that a stakeholder group will review all submissions and pick three (3) communities to participate. Mr. Eaton asked for some examples of how this helps communities. Mr. McNutt explained that the strategic plan developed would

be tailored to meet the needs of each individual town so the benefits vary but one example would be Concord. Concord recently revitalized Main Street which has generated more business which benefits residents of all ages in many ways. Mr. Herman asked if there was a deadline for submissions. Mrs. von Aulock stated that SNHPC is looking to have the communities signed up by the end of January. The Board thanked SNHPC and AARP for their presentation, they will review the provided information and make a determination.

Fiscal Year 2018 Budget Presentations

Road Reconstruction

Account Number	Account Description	Proposed Amount	Approved Amount
01-4909-9-930-0	Road Reconstruction	\$800,000.00	\$800,000.00

Road Agent Dross discussed with the Board his recommendation for 2018 road work which includes completing Rockwood Terrace, fixing the underdrains on Dartmouth Drive that are causing sinkholes, Lovers Lane, Walnut Drive, Acorn Ave, and Joan Drive. The Board was agreeable to this plan of work. Mr. Eaton asked Mr. Dross if road reconstruction work was done for this year. Mr. Dross stated yes and suggested that the Board may want to encumber any remain funds to be used to complete Rockwood Terr. next year. Mr. Eaton indicated that he would prefer not to encumber the funds this year since the Board will be recommending some use of the fund balance through warrant articles.

Mr. Eaton moved to approve the Road Reconstruction budget line as presented; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Solid Waste

Account Number	Account Description	Proposed Amount	Approved Amount
01-4324-3-390-1	Solid Waste Hazardous	\$8,500.00	\$8,500.00

Mr. Herman informed the Board that they had previously approved the proposed budget, however, the cost of the annual household hazardous waste day this year was over budget so it is being presented again with a proposed increase.

Mr. Eaton moved to approve the Solid Waste budget as presented; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

New Business

Rough Hills Reclamation Project Proposals

Mr. Herman informed the Board that four bids were received for the reclamation work to stabilize Rough Hill Estates. The town has approximately \$37,000 to reclaim the site and pay for engineering and oversight. Mr. Herman noted that Stantec Consulting who put the bid out for the town has not yet reviewed the bids. Mr. Eaton indicated that he would like to see the bid document.

Mr. Eaton moved to acknowledge the apparent low bidder is Advanced Paving 7 Excavating of Suncook with a proposal of \$36,635 for site reclamation only; request Stantec Consulting perform a due diligence review of the bids and contract development, and to authorize the Chair of the Board of Selectmen to sign the appropriate contract for the work, within the funding allocated for this effort; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Consideration of Warrant Articles for 2018 Town Warrant

The Board reviewed three variations of a warrant article for a new fire rescue vehicle. The first being the standard language the town has used in the past and the two others requiring a three-fifths majority vote. The Board agreed to recommend the first warrant article.

Warrant Article – Rescue Vehicle

To see if the town will vote to authorize the Board of Selectmen to enter into a five year lease agreement in the amount of Two hundred-fifteen thousand dollars (\$215,000.00) for the purpose of leasing a new Rosenbauer Smartcab FX Medium Rescue Vehicle for the Auburn Fire Department, and to raise and appropriate the sum of One hundred thousand dollars (\$100,000.00) for the down payment for the cab and chassis for that purpose, with this amount to come from the unexpended fund balance as of December 31, 2017; This lease agreement contains an escape clause. (Majority vote required)

The Board further recommended the following proposed warrant articles:

Warrant Article – Purchase of Land Adjacent to Library

To see if the Town will vote to raise and appropriate the sum of Two-hundred thousand dollars (**\$200,000**) to purchase the 1.9-acre parcel of land (Tax Map #26, Lot #10) on Hooksett Road adjacent to existing Town property with the Griffin Free Public Library. This sum to come from the unreserved fund balance (surplus) as of December 31, 2017 with no additional amount to be raised by taxation in 2018.

Warrant Article – Town Garage / Storage Building Project

To see if the Town will vote to raise and appropriate the sum of _____ thousand dollars (\$_____) to purchase construct a single story 36' x 72' garage / storage building on the site of the Auburn Safety Complex at 55 Eaton Hill Road for use by multiple Town departments. This sum to come from the unreserved fund balance (surplus) as of December 31, 2017 with no additional amount to be raised by taxation in 2018.

Mr. Eaton indicated that the Board should have amounts to plug into this warrant article tomorrow. Mr. Eaton also noted that the work purchase should be removed from the language.

Warrant Article – Collective Bargaining Agreement – Auburn Police Union

To see if the Town will vote to approve the cost items related to the third year of a three-year collective bargaining agreement which resulted from negotiations between the Auburn Board of Selectmen, the Auburn Police Commission and the Auburn Police Union, Local 216 and which represents an estimated increase of \$42,486 over FY 2017 salaries, fringe benefits and other cost items at the current staffing level for the ensuing year; and further to raise and appropriate the sum of Forty-two thousand, four hundred eighty-six dollars (**\$42,486**), to fund those cost items for FY 2018. **(Recommended by the Board of Selectmen)**

Warrant Article – Recreation Revolving Fund

To see if the Town will vote to establish a Recreation Revolving Fund pursuant to RSA 35-B: 2, II. The money received from fees and charges for recreation programs and donations shall be allowed to accumulate from year to year, and shall not be considered to be part of the Town's general fund. The Town Treasurer shall have custody of all monies in the fund, and shall pay out the same upon order of the Board of Selectmen. These funds may be expended only for recreation purposes as stated in RSA 35-B and subject to a policy to be developed by the Board of Selectmen. No expenditure from this fund shall be made in such a way as to require the expenditure of other town funds that have not been appropriated for that purpose.

Warrant Article – Use of Additional Library Funds

To see if the Town will vote to permit the public library to retain all money it receives from its income-generating equipment to be used for general repairs and upgrading and for the purchase of books, supplies and income-generating equipment in accordance with RSA 202-A:11-b. If approved, this authorization shall remain in effect until specifically rescinded by a future Town Meeting vote.

The Board did not recommend the following proposed warrant article:

Warrant Article – Allowance of Keno Games

To see if the Town will vote to allow the operation of keno games within the Town of Auburn?

Proposed Policy for Naming Town Facilities, Trails, or Properties

The Board was presented with a draft policy to review and act on at a later date.

Old Business

Renewal of Ambulance Services Contract with Town of Derry

The Board reviewed a draft renewal agreement for ambulance services for July 1st, 2018 to June 30th, 2025. Mr. Eaton noted that all of the requested that the Auburn Fire Chief made were met and at the request of Mr. Herman, the first year of the contract amount was level funded. Mr. Eaton added that the cost does increase each year over

the seven (7) years of the contract but the town needs the service and the response from Derry is very good. Mr. Headd agreed.

Mr. Eaton moved to approve the proposed Contract for Emergency Ambulance Services between the Town of Derry and the Town of Auburn for the time period of July 1, 2018 through June 30, 2025; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Minutes

November 20th, 2017 Public Meeting

Mr. Eaton moved to approve the minutes of the November 20th, 2017 Public Meeting; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Adjourn

Mr. Eaton moved to adjourn; Mr. Headd seconded the motion. All were in favor, the meeting was adjourned at 7:51 p.m.