

**Town of Auburn
Board of Selectmen
Workshop Meeting
January 3, 2018**

Selectmen Present: James Headd, Richard Eaton and Dale Phillips

Also Present: Rick Alpers and Shelley Walts, Primex Member Services Consultants; and Town Administrator William Herman.

Mr. Headd called the meeting to order at 9:30 a.m.

Facilitated Meeting – Town of Auburn Goal Setting Session

Mr. Alpers opened the meeting by thanking the Board of Selectmen for inviting Primex to assist the Town of Auburn with a goal setting session to assist in better defining and outlining their goals for the community for the coming year.

Mr. Alpers provided brief introductions of Shelley Walts and himself, and of Primex as an organization. He then outlined the process and guidelines for the meeting, all aimed at formally establishing the top two to three goals for the Town in the coming year.

The first portion of the workshop was focused on reviewing the goals established for 2017 by the Board of Selectmen and what degree of success was achieved during the past year. The summary of 2017 goals and action taken includes:

- *Focus on potential economic development efforts to bring either water and/or sewer service to areas on By-Pass 28 and/or the Wellington Business Park off Rockingham Road.*

The Board noted a couple of zoning amendments are being considered for the ballot in March 2018 that would help in this area. They also noted the potential of a natural gas pipeline being proposed in the NH Route 101 corridor that could help foster some development around the Exit 2 area. There have been some general discussions, but not definitive action. Board members indicated a focus on bringing water to areas on By-Pass 28 would likely yield fruit quicker than the effort necessary to bring sewer service to the Wellington Business Park.

- *Infrastructure improvements including potential garage & storage building on the Safety Complex property and improved storage capacity for salt storage at the Highway Department.*

The Board noted the salt storage facility was build this year with the use of the one-time additional Highway Block Grant funds the town received from the State

of New Hampshire. They also noted a plan has been developed for a potential garage & storage building on the Safety Complex property which is going on the Town Meeting warrant for March 2018. Mr. Headd and Mr. Herman noted the Budget Committee has nearly unanimously voted not to recommend the project this year and suggested the Board should consider potentially delaying the proposal for a year. Mr. Eaton indicated he strongly disagreed with that and felt the Budget Committee was misinformed about the project. He intends to attend the public hearing on the budget and convince them to change their recommendation.

- *Focus on the implementation of recommendations from the Operational Reviews and Risk Analysis of the Fire and Police Departments, and to have a similar review conducted of general Town Hall operations. The Town Hall review will include a focus on overall staffing and a look at Town building and property maintenance functions and responsibilities.*

Mr. Herman reported the Police Department has completed about 99% of the recommendations contained in the review of their department; the Fire Department has completed approximately one-third of the recommendations contained in the review of their department, and the Board is awaiting the receipt of the review of the Town Hall operations.

- *Review and report on all property owned by the Town to enable the Board to consider the Town's property holdings and make decisions as to whether continued ownership of the individual properties made sense for the Town.*

The Board noted they had reviewed the properties held by the Town and determined a number of them were conservation or green space pieces and shouldn't be sold; three were voluntarily merged together to accurately reflect the area encompassing the Eddows Recreational Fields development; three were sold at public auction yielding revenues of \$311,000 for the Town, while the Board is still considering the potential sale of one final property.

Mr. Alpers complimented the Board for focusing on the goals they set for the past year and accomplishing a lot of what they set out to do, also recognizing that several items were long-term efforts and would not have been fully accomplished in a year's time.

The second portion of the workshop was structured for each member of the Board of Selectmen and the Town Administrator to suggest what they individually felt were the top two or three goals for the Town for the coming year. After everyone offered their individual suggestions, the meeting recessed at 10:15 a.m. to enable Ms. Walts and Mr. Alpers to formulate the individual suggestions into common areas, themes or projects.

When the meeting resumed at 10:30 a.m., the group discussed the suggestions and work effort and reached consensus on four overall goals for 2018. They are:

- Re-establish the Auburn Development Authority to focus on potential economic development efforts to expand the business and commercial base of the community. The first major effort would be to consider the feasibility of bringing water from the Town line to commercial properties on By-Pass 28 that could be developed.
- Focusing attention and decision making on what the future of Auburn's Parks & Recreation efforts should be in order for the Town to then plan accordingly and meet the expectations of the community.
- Implementation of the proposed garage / storage building project.
- Redesign the Town's budget process to enable the Board of Selectmen and Budget Committee to see the entirety of the potential Town budget before beginning their individual meetings and presentations from departments and boards. Inclusive in this effort will be the annual updating and following of the Capital Improvement Plan for the larger capital items and project.

The Board and Town Administrator agreed on what they felt could be reasonable time frames for significant progress or completion of each of the goals identified.

Mr. Alpers and Ms. Walts will formalize the information developed during the workshop meeting and provide the Selectmen and the Town Administrator with a document they can use with the Town departments and public in communicating their goals for the coming year.

Adjourn

Mr. Eaton moved to adjourn; Mrs. Phillips seconded the motion. All were in favor, the motion passed and the meeting adjourned at 11:30 a.m.