

**Town of Auburn  
Board of Selectmen  
January 8, 2018**

**Selectmen Present:** James Headd, Richard Eaton & Dale Phillips

**Also Present:** Michael Licata, Chico DeFont, & Huck Montgomery, Liberty Utilities; Ed Gannon, Fire Chief; Michael Rolfe, Tom Lacroix, Christine McLaughlin, Paula Marzloff, Sue Goodhue and Russ Sullivan, Residents; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

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 December 25<sup>th</sup>, 2017**

***Mr. Eaton moved to approve the Payroll Manifest in the amount of \$61,054.20 for the week of December 26<sup>th</sup>, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.***

**Approval of Accounts Payable for Week of January 1<sup>st</sup>, 2018**

***Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$1,117,596.29 for the week of January 1<sup>st</sup>, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.***

**Approval of Payroll for Week of January 8<sup>th</sup>, 2018**

***Mr. Eaton moved to approve the Payroll Manifest in the amount of \$43,452.88 for the week of January 8<sup>th</sup>, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.***

**Consent Agenda – Week of January 8<sup>th</sup>, 2018**

Tax Collector Warrant/Yield Tax

608 Pingree Hill Road (Tax Map #2, Lot #43) - \$3,023.93

Pingree Hill Road (Tax Map #2, Lot #39) - \$2,056.57

Tax Collector Warrant/Land Use Change Tax

31 Juniper Circle (Tax Map #8, Lot #25-32) - \$13,500

43 Juniper Circle (Tax Map #8, Lot #25-30) - \$12,500

#### Abatement/Refund Request

56 Steam Mill Road (Tax Map #2, Lot #3-59) – Overpayment - \$4,199

#### Notice of Property Lien Discharge

12 Bunker Hill Road (Tax Map #23, Lot #14) - \$294.27

#### Void Check Manifest

Three Checks totaling \$685.03

#### Pistol/Revolver License

Five (5) 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.***

#### **Michael Licata / Liberty Utilities – “Granite Bridge” Project Presentation**

Mr. Licata introduced himself, Mr. DeFonte, and Mr. Montgomery. Mr. Licata presented the Granite Bridge project which would establish a 27-mile pipeline along Route 101 between Stratham and Manchester. The potential pipeline would including 2.89 miles in Auburn. Mr. Licata continued that the proposed Granite Bridge would connect an existing Joint Facilities pipeline with an existing Concord Lateral pipeline to bring a supply of natural gas to customers between the two existing pipelines. Additionally, the project will enhance the Concord Lateral pipelines ability to provide natural gas to southern and central New Hampshire. Mr. Licata explained that the current pipeline has reached its capacity.

Mr. Licata indicated that Liberty Utilities is striving for this project to be as safe as possible. The pipeline would be located within the NH Department of Transportation (NHDOT) right-of-way and would be buried four-feet underground. A proposed storage facility will be constructed in Epping, NH where Liberty Utilities is purchasing a remote property. Once constructed, there would be 365, 24/7 on-site and remote monitoring and control of both the storage facility and pipeline. Mr. Licata added that there will be no use of eminent domain

For Auburn, the 2.89 miles of 16” pipe would be located on the north side of Route 101 West. This location minimizes impacts to private and town property. Mr. Licata noted that

NHDOT is comfortable with this proposal at this point, adding that final engineering still needs to be done though. NHDOT has also indicated that if approved, work schedules would need to be designed to ensure both lanes of Route 101 would stay open during the high volume commuting times.

Mr. Licata went on to note that Liberty Utilities currently serves 36 locations in Auburn. The proposed pipeline would enable increased natural gas supply that could support additional development in Auburn. It would also provide increased property tax revenue to the community. Liberty Utilities, based on the town's 2017 tax rate, projected that Auburn could receive approximately \$300,000 in additional property tax revenues during Year 1 of the project, and could realize as much as \$8 million in increased property tax revenues for the life of the project, which is set on a 52 year depreciation scale.

This project is intended to serve New Hampshire customers only so no federal approval is necessary. Mr. Licata indicated that Liberty Utilities filed an application with the NH Public Utilities Commission (PUC) in December. The PUC will review the project economics and need. Mr. Licata stated that the filing is voluminous and the review process is expected to take a year to complete. In approximately the 3<sup>rd</sup> or 4<sup>th</sup> quarter of 2019, Liberty Utilities would then submit an application to the NH Site Evaluation Committee (NHSEC) which reviews the project siting to determine if Liberty Utilities has the financial, technical and managerial capability to construct and operate the proposed facilities. They are also to determine if the project will adversely impact aesthetics, historic sites, air and water quality, the natural environment and public health and safety.

Mr. Licata stated that Liberty Utilities is very proud of this proposed project and will be holding more public meetings through the course of the project. Should all go well, the NHSEC could issue its decision in 2019, at which point construction on the project could commence. The pipeline construction is anticipated to conclude in 2021, while the storage facility construction would conclude in 2022.

Mr. Eaton asked regarding the size of the storage facility. Mr. Licata indicated that the tank is 150 to 170 feet tall and 200 feet in diameter. Mr. DeFont added that it will hold approximately 90 million gallons. Mr. Licata noted that this is enough to store a 15 days supply for all customers. Mr. Licata continued that this tank would be filled in the summer when the price is low and the tank could be drawn down in the winter for cheaper rates when supply is in demand.

Mr. Rolfe asked if Liberty Utilities did the project off Route 106. Mr. Licata stated yes. Mr. Rolfe indicated that was a nice, clean project. Mr. Licata expressed that was great to hear, this project will be similar.

Mr. Eaton inquired about the specifics of expanding distribution further into Auburn off Exit 2. Mr. Licata explained that a take/metering station would need to be installed which may be able to be placed in the right-of-way or an easement with a landowner may need to be negotiated.

Mr. Stoney Worster referenced sheet 5 of the provided presentation and asked what the jogs were. After reviewing the map on sheet 5 Mr. Licata explained that NHDOT might have drainage or something else in the area which required the proposed pipeline to be moved around it.

Mr. Licata thanked those present and stated that for more information residents can go to [www.granitebridgenh.com](http://www.granitebridgenh.com) or email [info@granitebridgenh.com](mailto:info@granitebridgenh.com).

Extra presentation packets are also available at the Town Hall.

## **FY 2018 Budget and Warrant**

### FY 2018 Budget and Warrant / Budget Recommendations

The Board was presented with a memo from Mr. Herman regarding the Budget Committees warrant article recommendations along with a draft warrant. Mr. Herman indicated that the draft has been reviewed by town counsel and NH Department of Revenue Administration (NHDRA), the Budget Committee will meet on again on Thursday.

## **New Business**

### Prepayment of Property Taxes

Mr. Herman informed that Board that Auburn and many other communities have received prepayments of 2018 and 2019 property taxes. It is believed that this is due to the recent changes in the federal tax code which included capping state and local tax deductions at \$10,000. Mr. Herman explained that pre-payments of up to two years of property taxes is allowable by state law, there was question regarding potential refund requests. The NH Tax Collectors Association has issued an opinion that once a prepayment is accepted it cannot be returned.

## **Old Business**

### Potential Sale of Tax-Deeded Property

The Board revisited the potential sale of Tax Map #2, Lot #40. Mr. Herman stated that in follow up from the previous discussion this property is not accessible from Derry and the Board can set a minimum bid should they chose to advertise by sealed bid. The Board may want to consider placing a conservation easement on the land as part of a wetlands mitigation process which may be needed for the multi-use path project. Mr. Herman indicated that a conservation easement wouldn't prohibit the town from selling the property in the future with the easement. The Board agreed to not sell the property at this time.

### Potential Disbursement of Funds Raised for Skate Park Project

The Board readdressed the funds raised for the proposed skate park. Mr. Headd suggested refunding the money to the donors that can be identified and the remaining funds that were collected through raffles can be dedicated to the purchase of the radar trailer. Mrs. Phillips was in agreement and indicated that if donors want to turn around and donate the money to the radar trailer they can. Mr. Herman noted that he is aware that one donor does not want their money returned. Mr. Eaton noted that he personally donated as well and he would like the town to just reallocate his donation to the radar trailer. Mr. Eaton suggested that a letter be sent to give this option to the other donors

along with the option for a refund. The Board as a whole agreed with this course of action. Mrs. Norris noted that Mr. Herman's draft letter offers a third option that the funds be donated to the proposed recreation revolving fund. The Board agreed that option will be eliminated from the letter.

#### Policy for Naming Town Facilities, Trails or Properties

Mr. Headd stated that he has not reviewed the policy. Mr. Eaton did not think that the town needed the policy. Mrs. Phillips noted that to this point the town has taken up recommendations on a case by case basis. The Board agreed to table the policy indefinitely.

#### Updated Materials for Fire Department SOG's / SOP's

Chief Gannon noted that he submitted a few more SOG and SOP's for the Board to review. The Board received a response from town counsel regarding the residency requirement that the Deputy Fire Chief position. Though it is not illegal it does not make sense given that no other position is required to be a resident. Mrs. Phillips commented that she did not want the department to pass up a qualified member for the position just because they aren't a resident. Mr. Headd agreed and noted that he would not be opposed to implementing a residency distance requirement to ensure reasonable response time. Chief Gannon noted that as a courtesy he would like to present this information to the members that took the time to meet on the SOG/SOP's and then the line regarding residency can be eliminated and the document will be represented to the Board for their approval.

Mr. Headd informed those present that Town Administration, Mr. Herman, recently received the *Russ Marcoux Municipal Advocate of the Year Award* from the New Hampshire Municipal Association. Mr. Headd continued that NHMA Government Affairs Counsel Cordell Johnston recognized Bill Herman for his consistent work in advancing NHMA's legislative agenda. Mr. Headd congratulated Mr. Herman.

### **Minutes**

#### December 18<sup>th</sup>, 2017 Public Meeting

***Mrs. Phillips moved to approve the minutes of the December 18<sup>th</sup>, 2017 public meeting; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

#### December 21<sup>st</sup>, 2017 & January 3, 2018 Public Meetings

***Mrs. Phillips moved to approve the minutes of the December 21<sup>st</sup>, 2017 & January 3, 2018 public meetings; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

## **Non-Public Session**

***Mr. Headd moved to enter into non-public session pursuant to RSA 91-A 3, II (a) Compensation of public employee; Mr. Eaton seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mrs. Phillips – yes. The motion passed and the Board entered into Non-Public Session.***

Meeting in Non-Public Session with the Selectmen was Town Administrator Herman and Secretary Lafond.

The Board reviewed job performance reviews for the Deputy Town Clerk, Deputy Tax Collector, and Auburn Village Crier Editor.

***Mr. Eaton moved to exit Non-Public Session pursuant to RSA 91-A 3; Mrs. Phillips seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mr. Phillips – yes. The motion passed and the Board exited out of Non-Public Session at 8:10 P.M.***

***Mrs. Phillips moved to approve a step increase for the Deputy Town Clerk from a Labor Grade 4, Step 6 to a Labor Grade 4, Step 7, the Deputy Tax Collector from a Labor Grade 4, Step 6 to a Labor Grade 4, Step 7, and the Auburn Village Crier Editor from a Labor Grade 4, Step 6 to a Labor Grade 4, Step 7; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

***Mrs. Phillips moved to adjourn; Mr. Eaton seconded the motion; all were in favor, the public meeting ended at 7:55 p.m.***