

**Town of Auburn
Board of Selectmen
August 6 2018
5:30 p.m.**

Selectmen Present: James Headd, Richard Eaton and Keith Leclair

Others Present: Lauren Fanning, Tax Collector Susan Jenkins, Acting Fire Chief Bob Seling, Captain James Saulnier, Lt. Patrick Glennon, and William Herman, Town Administrator

Call to Order

Mr. Headd called the meeting to order at 5:30 pm.

Non-Public Session pursuant to RSA 91-A: 3, II, (b) Consideration of hiring an individual as a public employee

Mr. Headd motioned to go into Non-Public Session pursuant to RSA 91-A: 3, II (b) – consideration of hiring an individual as a public employee. Mr. Eaton seconded the motion. A roll call vote was taken: Mr. Headd – yes; Mr. Eaton – yes; Mr. Leclair – yes. All were in favor, the motion passed unanimously.

The meeting room was closed to the public at 5:31 pm.

Tax Collector Susan Jenkins introduced Lauren Fanning of Auburn to the Board. She reported the Town had advertised to fill the vacant Deputy Town Clerk and Deputy Tax Collector positions and received a total of 11 applications. Following interviews of a number of applicants, Town Clerk Kathleen Sylvia and the Tax Collector were jointly nominating Lauren Fanning for the two positions and seeking the Board's approval of the appointment.

Mrs. Jenkins indicated the positions will generally offer two days per week, in addition to covering for vacations, trainings, etc. She indicated time will initially be spent with the Town Clerk as motor vehicles is a more intensive training process, while she will begin tax collector training in September.

Mrs. Fanning is recommended to be appointed initially as a Labor Grade 4, Step 2 at \$15.08 per hour, with consideration of moving to a Labor Grade 4, Step 3 at \$15.38 per hour after six months.

Mr. Leclair motioned to come out of Non-Public Session, seconded by Mr. Eaton. A vote was taken, all were in favor, the motion carried unanimously.

The meeting room was reopened to the public at 5:45 pm.

Mr. Leclair motioned to appoint Lauren Fanning of Auburn as Deputy Town Clerk and Deputy Tax Collector effective August 7, 2018 and to initially set the position as a Labor Grade 4, Step 2 on the Town of Auburn Wage Scale. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.

Non-Public Session pursuant to RSA 91-A: 3, II, (b) Consideration of hiring an individual as a public employee

Mr. Headd motioned to go into Non-Public Session pursuant to RSA 91-A: 3, II (b) – consideration of hiring an individual as a public employee. Mr. Eaton seconded the motion. A roll call vote was taken: Mr. Headd – yes; Mr. Eaton – yes; Mr. Leclair – yes. All were in favor, the motion passed unanimously.

The meeting room was closed to the public at 5:47 pm.

Mr. Leclair motioned to come out of Non-Public Session, seconded by Mr. Mr. Eaton. A vote was taken, all were in favor, the motion carried unanimously.

The meeting room was reopened to the public at 8:30 pm.

Mr. Headd motioned to seal the minutes of the Non-Public Session, seconded by Mr. Eaton. A vote was taken, all were in favor, the motion carried unanimously.

Adjourn

Mr. Headd motioned to adjourn the meeting at 8:33 pm. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.

Respectfully submitted,

William G. Herman
Town Administrator