

**Town of Auburn
Board of Selectmen
August 13, 2018
7:00 p.m.**

Selectmen Present: James Headd, Richard Eaton and Keith Leclair

Others Present: Dennis Vieira, Pauline Vieira, Tom Lacroix, Paula Marzloff, Dale Phillips, Mickey Rolfe, Mary Anne Rolfe, John Rolfe, Mike Dross, Road Agent, Linda Dross, Russell Sullivan, Mike DiPietro, Susan Goodhue, Interim Fire Chief Bob Seling, Amy LaChance, Dave Oliveira, Rene LaBranche, Stantec, William Herman, Town Administrator and Nancy Hoijer, Recording Secretary

Call to Order – Pledge of Allegiance

Mr. Headd called the meeting to order at 7:00 pm and led with the Pledge of Allegiance.

Approval of Payroll for the Week of August 6, 2018 - \$43,483.34

Mr. Eaton motioned to approve the Payroll for the Week of August 6, 2018 in the amount of \$43,483.34. Mr. Leclair seconded the motion, with all in favor the motion passed unanimously.

Approval of Accounts Payable for the Week of August 13, 2018 - \$130,773.34

Mr. Eaton motioned to approve the Accounts Payable for the Week of August 13, 2018 in the amount of \$130,773.34. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Approval of Consent Agenda for the Week of August 13, 2018

Mr. Headd read out loud and offered for inspection a copy of the Consent Agenda for the Week of August 13, 2018, some of which included: (8) Tax Collector Warrant/Land Use Change Tax; (2) Raffle Permits; (1) Abatement/Refund Request; (1) Annual Report – Small MS4 General Permit; (1) Void Check Manifest; and Correspondence, some of which included a Thank You Letter to the Professional Panel and Citizen Panel members who assisted with the Assessment Center for Fire Chief Recruitment

Mr. Eaton motioned to approve the Consent Agenda for the Week of August 13, 2018. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Appointments with the Board

Rene LaBranche, Stantec – Municipal Water Main Extension to Southern End Rte. 28 Bypass

Mr. LaBranche handed out copies of his report on two possible alternate routes to extend water service to the southern end of By-Pass 28 together with color map entitled “Town of Auburn Watermain Extension” dated August 8, 2018, showing areas of Auburn Road, Beaver Brook Road to Bypass 28, Leppert Way, and Hunter Mill Way/Cross County/Gold Ledge Ave.

Mr. LaBranche explained he was asked by the Board through the Town Administrator to explore extension of municipal water to the southern end of the Bypass to as far as Leppert Way.

Mr. LaBranche explained the franchise operations of Pennichuck and Manchester Water Works. Mr. LaBranche stated he spoke to Dave Boisvert at Pennichuck who stated the area is not in their franchise but is in Manchester Water Works (MWW). Mr. LaBranche then spoke to John St. Pierre at MWW who advised the water main ends at Auburn Road at 70 psi.

Option 1 is to run 16" water main to Bypass 28, then 4000' to Leppert Way. There are elevation concerns that would lose 10-12 psi and put you in the mid 50s which is fine for domestic, but not great for fire suppression, which is recommended to be 55-60 psi minimum. He noted this could be boosted with an internal pump.

Option 2 is to run from the area of Hunter Mill Way using 8" main 7200' where Gold Edge has elevation 350 at 38 psi which is okay for a transmission line with no feed off of it. However, fire suppression would create negative pressure and not provide the kind of suppression.

Mr. Eaton suggested speaking with Lamontagne Builders, owner of Brook Hollow, and Mr. Simard who owns Whispering Pines as possibly going through their properties as a possible third option. Mr. LaBranche noted there are some wetlands and some commercial owners and builders could be contributors.

Mr. LaBranche agreed it made sense to make some calls to possibly draw in large business to participate. Mr. Eaton summarized "See what the interest is."

Road Agent Dross added Priscilla Way has a high iron content.

New Business

Resignation and Appointments, Parks & Recreation Commission

Mr. Herman presented a copy of a Letter of Resignation from BK Bazan of the Auburn Parks and Recreation Commission dated July 20, 2018.

Mr. Eaton motioned to accept the resignation of BK Bazan. Mr. Leclair seconded his motion, with all in favor, the motion passed unanimously.

Mr. Herman presented two new applications for consideration for appointment to the Parks & Recreation Commission from David Oliveira and Kate LaFond, both of Auburn.

Mr. Leclair asked how many members were on Parks & Recreation and how many vacancies.

Mr. Herman advised the voters had established a seven-member board, one of which is to include a representative from the Board of Selectmen. Mr. Herman advised there were two members still serving, pending reappointment or replacement, whose terms expired in 2018, Co-Chairman, David Nye and Margie McEvoy. Also serving were: Lisa Canavan (2020), Patrick Kelly (2020), Zachery Eaton (2019) and Mr. Headd as Selectman. And the vacancy created by Mr. Bazan's resignation (2019).

Mr. Leclair expressed some concerns about separation between members who are responsible for putting together the budget doing work for the commission.

Mr. Eaton and Mr. Headd expressed what a great job Ms. McEvoy and Mr. Nye had done for Parks & Rec. "They have been the backbone" stated Mr. Headd.

Mr. Eaton suggested separating the budget responsibilities rather than the workers and as one suggestion, Stantec could put together the budget for their projects.

Dale Phillips suggested Amy Lachance should be the point person to watch the budget.

Mr. Headd advised that assuming Mr. Nye and Ms. McEvoy still want to serve on the commission, there would be one vacancy to fill right now and Mr. Oliveira had been the first to apply and was here tonight.

Mr. Leclair motioned to appoint David Oliveira of Auburn to the Parks & Recreation Commission to fill the unexpired term that expires in March 2019. Mr. Eaton seconded his motion, with all in favor, the motion passed unanimously.

Mr. Leclair recommended finding out if Ms. McEvoy and Mr. Nye wished to continue prior to accepting additional appointments.

Offering of Surplus Police Vehicles for Sale

Mr. Herman presented copies of the sealed bids for the public sale of two Ford Explorer Interceptor used police vehicles. The 2013 Explorer has 84,000 miles on it and the 2014 has 90,000.

Mr. Herman advised the \$6,000 minimum bid had been exceeded by Chicago Motors, Inc. who offered \$6,510 for each of the vehicles.

Mr. Eaton motioned to accept the bid of Chicago Motors, Inc. for sale of the 2013 Ford Explorer Interceptor for \$6,510 and 2014 Ford Explorer Interceptor for \$6,510. Mr. Leclair seconded his motion, with all in favor, the motion passed unanimously.

November 2018 and March 2019 Election Considerations

Mr. Herman presented a memo dated August 10, 2018 concerning his meeting with Kathy Sylvia and Lori Collins concerning the school property renovation & addition project and how it will affect the September State Primary election and the November State General election.

While the School District will delay commencement of major construction activity at the rear entrance of the building until September 12th, there are still concerns for the November election as well as the March 2019 Town & School District elections.

By November, the rear entrance to the school property will not be available as well as a significant portion of the rear parking lot. While access could be diverted through a different back door and a couple of handicapped spaces could be secured, it would not be a code compliant handicapped access entrance or exit. There are also Parent Teacher conferences scheduled on that date and history has shown parents park longer so that they can attend both the parent-teacher conference and to vote, making parking more difficult in general for voters.

Mr. Herman advised it is the responsibility of the Selectmen to provide arrangements for the polling place and recommended looking at potentially moving the location for the November election to ensure compliance with State election requirements. One facility that might be suitable is the First Assembly of God facility which has plenty of parking, including handicapped access, and a gymnasium about the same size as the Auburn Village School.

Mr. Leclair advised they should see what it looks like. Mr. Eaton agreed that if it looked good, he was in favor of getting the gym.

Old Business

Superior Court Decision/Motion to Reconsider – Telephone Poles Valuation

Mr. Herman presented an update of the FairPoint Assessing – Initial Superior Court Decision dated July 20, 2018 concerning the valuations for telephone poles, conduits and use of the public's right of way for property tax purposes which was favorable to the utility and not to local municipalities. Auburn has engaged the Mitchell Group in Laconia who is representing 45 other communities. A Motion to Reconsider is the first part of the appeal process. The 30-Day appeal period will start to run when the Court issues an order on the motion for reconsideration. Once the overall valuation standardization phase is complete each individual community will work to defend its specific valuations and resulting property tax bills.

Fire Department Building Improvements – Interim Chief Selinga

Interim Fire Chief Bob Selinga presented a quote for the estimated labor and material to replace the existing exterior back door at the safety complex, for \$2,125 with Fine Building & Remodeling dated July 2018 and \$80.00 proposal for a water diverter, totaling \$2,205.

Mr. Leclair asked if that included painting. Interim Chief Selinga responded that they would take care of that.

Mr. Leclair motioned to approve the proposal of Fine Building & Remodeling dated July 2018 in the amount of \$2,125 for the labor and materials to replace the existing rear door at the safety complex.

Mr. Leclair amended his motion to include the \$80.00 proposal for the water diverter.

Mr. Eaton seconded the amended motion. A vote was taken, all were in favor, the motion passed unanimously.

Interim Fire Chief Selinga advised the water softener system would be \$3,200 and \$500 to install which includes the tank and everything. The nitrates tested high and a reverse osmosis system is expensive but a less expensive under the sink unit could be installed. They have a plumber at the department.

Interim Chief Selinga spoke with the station Captain who is trying to get a government grant for an extractor which would get the excessive water out. The dirty water, after treatment would have to be removed.

Mr. Leclair asked if they had an extractor now and Interim Chief Selinga responded that it wasn't working the way that it should and provided a quote.

Mr. Leclair stated they talked about moving the tank, is that included? Interim Chief Selinga advised it was and the piping as well. There is a tool cage now that could be downsized.

Mr. Leclair stated the quote seemed high and asked if he could try to secure a couple more, there were plenty of contractors in the area who did this kind of work.

Parks & Recreation Operations and Structure

Mr. Herman presented a memo dated August 8, 2018 concerning the Parks & Recreation Structure and Operation.

In addition to the separation of Commission members who perform work from the budget responsibilities for those projects, the Board has been reviewing what the composition of the Commission will be; designating the coordinator as the supervisory department head for part-time positions; having the current coordinator responsible for management of the budget and coordinator of projects and purchases; the financial standing of events paid for through the Parks & Rec. budget v town expenses; and pay as you go events managed through the Revolving Fund, etc.

Mr. Eaton cited as one example that if funds were set aside for a dugout and weren't used, the responsible person could make sure that they were returned to the town or recommend reallocation of those funds.

Mr. Leclair asked what the current bid process was and the spending limits. Mr. Herman advised if Mrs. Lachance was designated responsible for the Parks & Rec budget, she would have spending authority up to \$1,500. Between \$1,500 and up to \$5,000, the Town Administrator has the authority and above \$5,000, it goes to the Board of Selectmen.

Mr. Eaton advised the Board needs to continue to meet to update the future goals of Parks & Rec. at a workshop session.

Other Business

Minutes

- July 30, 2018 Public Meeting

Mr. Eaton motioned to approve the July 30, 2018 Public Meeting Minutes, as written. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

- July 30, 2018 Non-Public Sessions (x2)

Mr. Eaton motioned to approve the two (2) July 30, 2018 Non-Public Meeting Minutes, as written. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

August 6, 2018 Public Meeting

Mr. Eaton motioned to approve the August 6, 2018 Public Meeting Minutes, as written. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

August 6, 2018 Non-Public Session

Mr. Eaton motioned to approve the August 6, 2018 Non-Public Meeting Minutes, as written. Mr. Leclair seconded his motion, with all in favor, the motion passed unanimously.

Non-Public Session pursuant to 91-A: 3, II, (b) and (c)

Mr. Headd motioned to go into Non-Public Session pursuant to RSA 91-A: 3, II (b) hiring of public employees and (c) reputation of someone other than a member of the Board.

Mr. Leclair 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 7:53 pm.

The meeting room was reopened to the public at 8:17 pm.

Mr. Eaton moved to come out of Non-Public Session at 8:17 PM. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion carried unanimously.

Mr. Headd motioned to seal the minutes. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Adjourn

Mr. Headd motioned to adjourn the meeting at 8:17 pm. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary