

**Town of Auburn
Board of Selectmen
October 1, 2018
7:00 p.m.**

Selectmen Present: James Headd, Richard Eaton and Keith Leclair

Others Present: Paula Marzloff, Lieutenant Ray Pelton, Road Agent Mike Dross, Linda Dross, Library Director Kathy Growney, Library Trustees Nancy Mayland and Joseph Forest, 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 October 1, 2018 - \$45,959.06

Mr. Eaton motioned to approve the Payroll for the Week of October 1, 2018 in the amount of \$45,959.06. Mr. Leclair seconded the motion, with all in favor the motion passed unanimously.

Approval of Accounts Payable for the Week of October 1, 2018 - \$13,164.48

Mr. Eaton motioned to approve the Accounts Payable for the Week of October 1, 2018 in the amount of \$13,164.48. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Approval of Consent Agenda for the Week of October 1, 2018

Mr. Headd read out loud and offered for inspection a copy of the Consent Agenda for the Week of October 1, 2018 some of which included: one (1) Notice of Property Lien/Public Assistance and three (3) pistol/revolver licenses.

Mr. Eaton motioned to approve the Consent Agenda for the Week of October 1, 2018. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

FY 2019 Budget Presentations

Mr. Herman presented a table showing Budget Comparison FY 18-19 Running Total.

Griffin Free Public Library – Library Trustees & Library Director Kathy Growney

Ms. Growney presented proposed increases for repair or replacement of one of the air-conditioning units, repair of the Library sign and increases of \$1,000 for Hoopla Digital due to patron requests and \$300 for Kanopy for movie streaming. The total budget proposed was \$49,450.00.

Ms. Growney advised digital streaming materials were popular. The Library is requesting \$1,000 to subscribe to Hoopla. Ms. Growney advised there has been an increase of patrons to the Library of 14%, which was also the reason for the increase for paper products requested of \$100. Mr. Leclair asked how many patrons had specifically requested Hoopla. Ms. Growney responded 14.

The Library is requesting \$300 to subscribe Kanopy. Ms. Growney advised this is an on-line movie streaming service which has become increasingly popular with homeschoolers. Ms. Growney advised they are unable to charge for viewing of movies at the library and recommended an additional \$150 for MPLC movie license renewal.

Ms. Growney advised there was an increase of \$342 for merger of the fire and burglar alarm systems.

The library is requesting \$4,000 to repair or replace the air-conditioning unit and has one estimate from Jim Trombly. Mr. Leclair recommended funding the air-conditioning replacement from the general building fund. All agreed \$4,000 will be removed from the budget and paid for through the building fund.

The library is requesting \$3,000 for repair of its outdoor sign. Mrs. Growney stated that she had not received the written estimates at this point, only a verbal quote for budgeting purposes.

The balance of the now proposed \$45,450 budget was tabled until estimates could be obtained for repair of the sign.

Highways & Road Maintenance – Mike Dross, Road Agent

The Board of Selectmen had a lengthy discussion with Road Agent Dross concerning the line item for Road Shimming. Mr. Dross advised he felt strongly road maintenance should not fall behind while other projects are being worked on. Mr. Eaton recommended trying reclamation with some of next year's work to see how it works out and to gain more miles. Mr. Dross explained why some roads are worse than others, (i.e. – volume of traffic, age of the road, the mediums used in original construction, etc.) and, as a result, some require 1-1.5" and others 3'4" depending on how they were built. Some high-traffic roads that are not maintained by the State were identified by Road Agent Dross as Wilson Crossing, Chester Turnpike, Old Candia Road and Rockingham Road. For next year Road Agent Dross stated he plans to do work on Lakeview Way, Spofford Road (from Doug Hill to Wildwood Drive), and the intersection of Coleman Road, Dearborn Road and Chester Turnpike. Mr. Dross discussed culverts and drainage areas that need attention at Pingree Hill Road and Hunting Road, while Squirrel Drive should be reconstructed. Ms. Marzloff asked about the intersection of Rattlesnake Hill Road.

Road Agent Dross reported crushing their own gravel is saving the Town money. He also indicated the line item for salt is somewhat higher as he would like to do a one-time stockpile to have moving forward. Road Agent Dross reported detention pond clean-

outs were budgeted at \$15,000, but could be reduced to \$10,000. Some areas will need to be brush-hogged. Mr. Eaton advised this work was mandatory. Mr. Leclair asked how often. Road Agent Dross responded every two to three years at least, and that they may be able to rent equipment or just contract out for the work. Mr. Leclair asked about road striping. The Road Agent explained they were at the mercy of the contractor and were on the list to be done. This is something that should be done yearly. Brighter lines increase visibility. Mr. Eaton recommended some work be scheduled for the shoulders.

Mr. Eaton requested Mr. Dross spend some time researching for the Board on how much cost is put into millings.

Mr. Leclair asked about the work at the Pingree Hill Fire Station which he understood both Mr. Dross and Mr. Rolfe had volunteered their time for, as he had a bill from Mr. Rolfe for \$2,200. Mr. Dross will look into it as he agreed both had offered to volunteer their time.

Subtracting \$5,000 from highway storm water maintenance this reduced the proposed FY 2019 Highway Road Maintenance to \$995,802.

Mr. Leclair motioned to approve the 2019 Highway & Road Maintenance budget of \$995,802. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.

Solid Waste (Bill Herman)

Mr. Herman discussed the annual monitoring at the landfill. He advised the Board in addition to the monitoring wells, groundwater points must also now be sampled for PFOAs is now required, in addition to monitoring private wells in an immediate radius. Tests to date have not found any levels existing in the private wells, but there have been positive tests on the groundwater on the landfill property.

Mr. Herman asked Road Agent Dross if the container was still in use for road side pick-ups and it was determined the \$300 line-item for could be removed reducing the budget from the proposed \$22,700 to \$22,401 by keeping \$1.00 in that line item.

Mr. Leclair motioned to approve the 2019 Solid Waste budget of \$22,401. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.

Health & Social Service Agencies – Bill Herman

Mr. Herman advised there are five agencies included in this budget that have annually been funded for a number of years. The 2019 requests are level funded from 2018. The agencies include the Visiting Nurses Association, Child & Family Services, Home Health & Hospice, Lamprey Health Care and Rockingham Nutrition and Meals on Wheels Program.

Mr. Leclair motioned to approve the 2019 Health & Social Service Agencies budget of \$5,875. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.

Intergovernmental Welfare – Bill Herman

Mr. Herman indicated this is the budget account for Auburn's share of funding for the Rockingham County Community Action Program, which is used regularly as a resource for the Town's Welfare Officer. He indicated the amount has been level funded for approximately 10 years.

Mr. Leclair motioned to approve the 2019 Intergovernmental Welfare budget \$4,471. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.

New Business

Clarification of Parks & Recreation Coordinator's Position

Mr. Herman noted the Board of Selectmen had met in a workshop meeting on September 26th concerning the structure and operations for Parks & Recreation. He presented an outline of what he understood the general consensus of the Board from that meeting for revised job responsibilities for the Parks & Recreation Coordinator, some of which included being responsible for the budget, being designated as a department head and other supervisory responsibilities such as assignment work, tracking work, completing evaluations and signing off on timesheets. Mr. Herman indicated amending the job description for this position would be the best way to implement these items, but he wanted to be certain he had the right understanding of what the Board wanted before re-working the job description. The Board members agreed these were the items they agreed needed to be focused on. Mr. Herman indicated he would have a revised job description for the Board's review and consideration at their next meeting.

Old Business

Potential Lighting Conversion at Safety Complex

Mr. Herman presented an update to the proposed repair or replacement to the lighting fixtures at the Safety Complex which sustained damage from a lightning strike. Replacement of some or all of the fixtures with LED units to save on electric costs was discussed.

Lt. Pelton clarified there were 12 2x2 units in the lobby of which eight are not working. In the Community Room there are eight 2x4 units of which three need to be replaced. Lil Deeb acquired estimates from Glen Shaw who quoted \$1,360 to repair or \$2,640 to replace the lobby and hall with LED, and the cost to repair the Community Room of \$510 or to replace with LED for \$2,800.

Mr. Herman has contacted Eversource with the revised project, but has not heard back from them yet as to a possible incentives figure for LED replacements.

Mr. Leclair reported he spoke to Glenn Shaw about this potential project and was able to determine there would be approximately five-and-a-half year payback on this project.

The consensus of the Board members was to move forward with the replacement of all the lights and whatever level of support Eversource may provide will be used as an offset to the project.

Minutes

- September 24, 2018 Public Meeting
- September 26, 2018 Workshop Meeting

Ms. Hoijer corrected a typo in the date of the September 24, 2018 Accounts Payable motion which mistakenly read July 30.

Mr. Leclair motioned to approve the September 24, 2018 Public Meeting Minutes, as amended. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.

Mr. Leclair motioned to approve the September 26, 2018 Workshop Meeting Minutes, as written. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.

Adjourn

Mr. Headd motioned to adjourn the meeting at 8:10 pm. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary