

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

**Selectmen Present:** James Headd, Richard Eaton and Keith Leclair

**Others Present:** William Wood, Margaret Neveu, Rick Calder, Chief Edward Picard, Detective Charles Pelton, David Dion, Police Commission, Michael Rolfe, Police Commission, Patricia Rousseau, Finance Assistant, Tom Lacroix, Dale Phillips, Christine McLaughlin, Marion Miller, Dan Carpenter, Dorothy Carpenter, Nancy Mayland, Paula Marzloff, Susan Goodhue, Russell Sullivan, Road Agent Mike Dross, Linda Dross, Michael DiPietro, Police Lieutenant Ray Pelton, William Herman, Town Administrator and Nancy Hoijer, Recording Secretary

**Non-Public Session pursuant to provision of RSA 91-A: 3, II (c)**

***Mr. Headd motioned to go into non-public session pursuant to RSA 91-A: 3, II (c). 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 6:30 pm.

***Mr. Headd motioned to come out of non-public session. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

The meeting room was opened to the public at 6:45 pm.

***Mr. Headd motioned to seal the minutes of the non-public session. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

**Call to Order – Pledge of Allegiance**

Mr. Headd called the meeting to order at 6:58 pm and led the Pledge of Allegiance.

**Approval of Accounts Payroll for the Week of October 29, 2018 - \$46,500.86**

***Mr. Eaton motioned to approve the Payroll for the Week of October 29, 2018 in the amount of \$46,500.86. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.***

**Approval of Accounts Payable Item for the Week of November 5, 2018 - \$1,124,398.32**

***Mr. Eaton motioned to approve the Accounts Payable Item for the Week of November 5, 2018 in the amount of \$1,124,398.32. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.***

**Approval of Consent Agenda for the Week of November 5, 2018**

Mr. Headd read out loud and offered for inspection a copy of the Consent Agenda for the Week of November 5, 2018 some of which included: one (1) Warrant/Second Issue Payment in Lieu of Tax Agreement, one (1) Raffle Permit/Griffin Free Public Library, nine (9) Applications for

Abatement/Refund Request, two (2) Applications for Property Tax Credit/Veteran's Credit, and one (1) pistol/revolver license.

***Mr. Eaton motioned to approve the Consent Agenda for the Week of November 5, 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 Totals as of October 22, 2018.

#### **Public Assistance – Patricia Rousseau**

Ms. Rousseau presented the Public Assistance budget for FY 2019 in the amount of \$17,000.00, which is \$500 lower than FY 2018. Ms. Rousseau felt it was not likely the expenditures for 2018 would reach \$17,000. Mr. Leclair asked if more than \$15,400 had ever been expended – no. Mr. Leclair suggested approving the amount for FY 2019 and considering lowering it next year.

***Mr. Leclair motioned to approve the Public Assistance budget for FY 2019 in the amount of \$17,000.00. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

#### **Patriotic Purposes – Bill Herman**

Mr. Herman presented the Patriotic Purposes budget for FY 2019 in the amount of \$6,500.00 which is level funded from FY 2018. Mr. Herman advised there was \$1,500 for flags, with nearly 10 large flag poles throughout the community, approximately 35 on telephone poles in the center and flags for veteran's graves at the cemeteries.

***Mr. Leclair motioned to approve the Patriotic Purposes budget for FY 2019 in the amount of \$6,500.00. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

#### **Police Department – Chief Picard**

Chief Picard presented the Police Department budget for FY 2019 in the amount of \$228,160.00, which represents a proposed increase of \$9,225.00 over FY 2018 with many of the increases identified in the Power Point presentation presented by Lt. Pelton, together with a list of State Enforcement Grants proposed at \$11,001.00 which is level funded from FY 2018.

Lt. Pelton provided an overview of statistics for the year including major crimes and overdoses which were down, service calls – up, arrests – steady and motor vehicle incidents down. There have been drills at the school and "Less Lethal" training. Lt. Pelton advised of two new hires, one full-time and one part-time.

Line 3-340-1 for Computer Services showed a proposed increase of \$6,500.00 over FY 2018 due to the need to replace nine computers that have Windows 7 not supported after next year. Should a separate warrant article for the use of funds in the Special Detail account be approved, this could be used for the replacement of those systems in cruisers. It was agreed this Line Item will remain open until the next meeting so that the Department can continue its discussions with the Commission and Budget Committee at their next meetings.

Line 3-390-1 for Police Radar was negotiated down by \$195.00.

Line 6-610-1 for Equipment shows an increase of \$1,000 for a contract concerning the taser cartridge replacements.

Line 7-700-1 for Police Cruisers shows an increase of \$3,390. Mr. Eaton stated he fully supports the program of replacing two patrol cars annually, it's a good program, it works well and Auburn is ahead of other towns with this and doesn't feel it should be discontinued. Alternating years with replacement of one cruiser then two has been tried before and cost the town more money. The Police Commissioners will be discussing this issue further at their November 13<sup>th</sup> meeting.

Line 7-720-1 for Fuel is \$25,000 level funded, not \$20,000.

Chief Picard advised that he included \$1.00 in line item 1-150-4 for grants in the event Fish & Game grants come in.

Lt. Pelton estimated \$30,000 will be unexpended from the 2018 budget and could be used for some of the computer purchases as well. It was agreed to table voting on the Police Department budget until the next meeting for further discussions.

Mr. Headd advised that he will be at the Budget Committee meeting, and he will advise the Budget Committee of the additional information the Selectmen are waiting for.

## **New Business**

### **NH DOT Biennial Inspection Report – Municipally Owned Bridges**

Mr. Herman provided a copy of the DOT letter dated October 24, 2018 which addresses its recommendations for eight municipally owned bridges in the Town. Mr. Herman advised that seven were ok. Griffin Mill Road over Maple Falls Brook was identified as closed in compliance, therefore no further posting or closure action is required by the Town. Repairs will be scheduled in a couple of years when Municipal Bridge Aid funds are available through NH Department of Transportation.

### **2018 Second Issue Property Tax Bills**

Mr. Herman advised of a computer error made concerning itemization of "other values," on the first run of the property tax bills. However, this did not affect the bills having the right total values. The company who prints the tax bills that just went out has replaced the first bills runs with the green copies. The company took responsibility for the error and paid to send out the replacements.

## **Old Business**

### **Rescind "Adoption of Fire Department Policy" Policy?**

Mr. Herman advised at the last meeting the Board discussed rescinding the policy concerning review of the Fire Department's operating procedures. Mr. Eaton stated the Board should be involved in some way without sticking their nose into Fire Department business in the event of complaints about the policy or grievances. Mr. Headd stated that he had second thoughts also.

Mr. Herman advised the current policy calls for the policies to be prepared by the Fire Department and reviewed by the Board of Selectmen for adoption. It was agreed to keep the current policy.

### **Other Business**

**Reminder – State General Election – Tuesday, November 6, 2018 from 7 AM to 7 PM.**

### **Road Agent Report – Mike Dross**

Road Agent Dross reported there was a large tree down at Wilson Crossing during the last storm. Police and Fire worked together to notify the Road Agent to monitor the road closure. There was some minor flooding, washed out driveways and water was monitored for possible closures as the water rose close to the shoulder.

**Next Meeting – Monday, November 19, 2018 at 7:00 PM**

### **Minutes**

- October 22, 2018 Public Meeting

***Mr. Leclair motioned to approve the October 22, 2018 Public Meeting Minutes, as amended. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

### **Adjourn**

***Mr. Headd motioned to adjourn the meeting at 8:07 pm. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.***

Respectfully submitted,

Nancy J. Hoijer,  
Recording Secretary