

**Town of Auburn
Board of Selectmen
January 6, 2020
Minutes**

7:00 PM

Selectmen Present: Richard Eaton, Keith Leclair and Todd Bedard

Others Present Paula Marzloff, Susan Goodhue, Michael Rolfe, Michael DiPietro, School Board Chair Alan Villeneuve, Russell Sullivan, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

Call to Order – Pledge of Allegiance

Mr. Eaton called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Approval of Payroll Manifest for the Week of December 23, 2019 - \$49,840.05

Mr. Leclair motioned to approve the Payroll Manifest for the week of December 23, 2019 in the amount of \$49,840.05. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of December 30, 2019 - \$269,897.61

Mr. Leclair motioned to approve the Accounts Payable Manifest for the week of December 30, 2019 in the amount of \$269,897.61. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Payroll Manifest for the Week of January 6, 2020 - \$45,352.23

Mr. Leclair motioned to approve the Payroll Manifest for the week of January 6, 2020 in the amount of \$45,352.23. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of January 6, 2020 - \$514.88

Mr. Leclair motioned to approve the Accounts Payable Manifest for the week of January 6, 2020 in the amount of \$514.88. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Consent Agenda for the Week of January 6, 2020

Mr. Eaton read out loud and offered for inspection a copy of the Consent Agenda for the Week of January 6, 2020 some of which included: one (1) Tax Collector Warrant/Land Use Change Tax, one (1) Void Check Register, Correspondence for the 175th Anniversary and three (3) pistol/revolver licenses.

Mr. Leclair motioned to approve the Consent Agenda for the Week of January 6, 2020. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

New Business

NHDES Groundwater Management Permit Renewal – FY20 Budget Impact

Mr. Herman provided the Board with correspondence from NH Department of Environmental Services (NHDES) dated December 18, 2019 concerning the Auburn Landfill at Chester Turnpike with a copy of the 2020 five-year Groundwater Management permit renewal with amended conditions. The new permit requires the Town to install two additional monitoring wells to evaluate the extent of PFAS. Mr. Herman provided a copy of the January 3, 2020 proposal by Stantec to handle the required work for 2020, which totaled \$15,700. He noted the proposal would increase the Solid Waste Monitoring budget from \$12,000 to \$15,700, a \$3,700 impact. Mr. Herman noted the Board could chose to increase the proposed budget or take the additional \$3,700 from the Town Properties Expendable Trust Fund.

Mr. Bedard motioned to increase the Landfill Monitoring account line from \$12,000 to \$15,700 in the FY2020 Town operating budget. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Bedard motioned to accept the proposal from Stantec Consulting for 2020 GMP Monitoring Activities at a total of \$15,700, and to authorize the Town Administrator to execute the agreement on behalf of the Town. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Surety Reduction Recommendation – Copley Court

Mr. Herman provided the Board with a copy of a letter dated December 31, 2019 from Land Use Administrator Denise Royce which Mr. Eaton read out loud. Ms. Royce indicated the Planning Board voted at its December 18th meeting to recommend the Board approve reduction of the surety. A copy of the meeting minutes were attached together with a recommendation letter from Stantec dated December 16, 2019.

Mr. Leclair motioned to reduce the surety held for Illsley Hill Subdivision, Copley Court, Tax Map 8, Lot 29 from \$474,206.25 to \$9,484.13 to be held for two-years as recommended by the Planning Board. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Mr. Leclair motioned to hold an additional surety for Illsley Hill Subdivision, Copley Court, Tax Map 8, Lot 29 in the amount of \$1,500 until vegetation is fully established. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Surety Reduction Recommendation – Nathaniel Way

Mr. Herman provided the Board with a copy of a letter dated December 31, 2019 from Land Use Administrator Denise Royce which Mr. Eaton read out loud. Ms. Royce indicated the Planning Board voted at its December 18th meeting to recommend the Board approve reduction of the surety. A copy of the meeting minutes were attached together with a recommendation letter from Stantec dated December 16, 2019.

Mr. Leclair motioned to reduce the surety held for Tilton Place Subdivision, Nathaniel Way, Tax Map 5, Lot 104 from \$997,420.30 to \$19,948.41 to be held for two-years as recommended by the Planning Board. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

“State of the Town” Presentation – Deliberative Session

Mr. Herman provided the Board with a proposed outline of the February 1st Town Deliberate Session which included Highlights from 2019 and Goals for 2020 to be presented by the Board. The Board agreed to spend about two-three minutes of the ten-minute presentation reviewing 2019 highlights and the remaining time focusing on what lies ahead for 2020.

Mr. Eaton asked about the status of the design work for Griffin Mill Bridge Replacement and Mr. Herman noted it was scheduled to be completed in 2020 to enable the project to be ready to go for construction in July 2021 when the State of New Hampshire Municipal Bridge Aid funds would be available.

Mr. Villeneuve discussed the schedule for the Auburn Village School District Deliberative Session which will be held immediately prior to the Town Meeting. The Board asked about the potential holding the two meetings in the School Cafeteria than the gymnasium. Mr. Leclair noted the School Cafeteria has a capacity of approximately 280 people, and it was now a nicer venue than the gymnasium. Mr. Villeneuve indicated the school was experiencing electrical issues and will update the status next week.

Old Business

Marion Heald Scholarship Fund

Mr. Herman provided the Board with a copy of a letter from David Rogers, Treasurer of the Marion Heald Scholarship Fund, dated December 17, 2019 indicating the Board of Directors approved the removal of funds from Nationwide and transferring them to the Auburn Trust Fund. Mr. Herman indicated this would be put on as a warrant article and will notify Mr. Rogers to attend the February 1st Deliberative Session to address any questions the voters may have.

Mr. Leclair noted the yearly scholarship withdrawal is \$1,000 and no funds can be added to this once it is transferred to the Auburn Trust Fund and questioned what would happen on the last year of distribution when the funds are likely to be less than \$1,000. Mr. Herman noted while funds could not be added to the Auburn Trust, monies could be added from another source toward that year's scholarship award which is actually awarded by Auburn Dollars for Scholars.

Lawn Mowing Contract for 2020

Mr. Herman provided the Board with a copy of a Memorandum dated December 23, 2019 regarding the Lawn Care and Maintenance Proposals. Mr. Herman indicated four proposals were received for 2020 service as of the December 4th deadline and a fifth was received on December 9th. Mr. Herman noted this was the second time the Town placed a combined solicitation for all Town properties, the two cemeteries and the school district property. The Cemetery Trustees and representatives from Parks & Recreation met with representatives of two firms who submitted the lowest proposals, Parker Landscapes and Plazascapes of Auburn. Parker held the Town contract from 2006 to 2013, but the work then did not include the Auburn Village Cemetery.

The Board expressed concerns of one bid for \$6,000 for the cemetery landscaping was low and questioned whether two companies could be utilized for the season with the Town, cemeteries and school district properties split up between two firms. Mr. Leclair recommended tabling the

discussion to get more references and to see what the school would decide but not waiting beyond February to make a decision.

Addition to Police Department

Mr. Eaton indicated the addition to the Police Department is done and came in \$283.60 under budget.

Mr. Eaton would like to approve \$300 in addition to the \$283.60 remaining to paint the room where the filing system is going.

Mr. Eaton reported the Police Department and Training Room both have LED lights. He indicated ceiling tiles need to be replaced in the training room. Mr. Eaton will get some prices for the tiles and painting the training room.

Report/Comments of Ex-Officio Board Representatives

Mr. Leclair indicated the Planning Board meets on Wednesday. At their December meeting, a one-lot subdivision by merger was discussed which may have underground tank concerns. The Smiley Veterinary location which has relocated to Londonderry is looking into regulations for a kennel operation. The Audubon Society is proposing a pre-k nature-themed daycare.

Mr. Leclair would like the Board of Selectmen to respond to Mr. Dandrade's concern about Cohas Brook. Mr. DiPietro noted Highway Safety Committee met and there were no records of any other complaints or accidents. The Committee did not have any recommendations on this issue. Mr. Leclair reported he visited the site and found the site line on the southbound side to be more limited than the northbound side. Mr. Rolfe noted the Highway Department has a well at the Town garage that it maintains to draw water. Mr. Villeneuve recommended making the Cohas Brook site a more suitable, safe location. Mr. Leclair noted from his visit the site could not likely be improved. Mr. Leclair recommended putting this on the agenda for discussion at the next Selectmen's meeting.

Other Business

February Meeting Schedule

Mr. Eaton reviewed the proposed February Meeting Schedule with the Board.

Mr. Eaton questioned the time for the snow date on February 3rd and it was agreed to be 6:30 PM. Mr. Eaton noted the Board members should arrive at 6:30 AM on February 11th for the Primary Election.

HB 1105 – Amended Warrant Articles on Official Ballot

Mr. Bedard reviewed HB 1105 co-sponsored by Representative Jess Edwards. Mr. Bedard explained the bill, if passed, would require any warrant article amended at the Deliberative Session of Town Meeting to have the original article placed on the official ballot and the amended article to also appear on the official ballot so voters can vote on both articles. Mr. Bedard noted this would be needlessly confusing and the Board agreed. The Board was unanimously in opposition to the passage of this bill, and authorized Mr. Bedard to attend the Legislative public hearing to speak in opposition to the bill on behalf of the Board.

Next Meetings/Events

Thursday, January 16, 2020 – Board of Selectmen's Goal Setting Workshop – 9:30 AM

Monday, January 27, 2020 – Board of Selectmen's Meeting – 7:00 PM

Minutes

- December 16, 2019 Public Meeting

Mr. Bedard motioned to approve the minutes of the December 16, 2019 Public Meeting. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

- December 16, 2019 Non-Public Meetings

Mr. Bedard motioned to approve the minutes of the December 16, 2019 Non-Public Meetings. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Non-Public Session pursuant to RSA 91-A: 3, II (c) -- Reputation of someone other than a Board Member

Mr. Leclair motioned to go into non-public session at 8:00 PM pursuant to RSA 91-A: 3, II (c) -- of someone other than a board member. Mr. Bedard seconded the motion. A roll call vote was taken: Mr. Eaton – yes; Mr. Leclair – yes and Mr. Bedard – yes. All were in favor, the motion passed unanimously.

The meeting room was closed to the public at 8:00 PM.

Mr. Leclair motioned to come out of non-public at 8:11 PM. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The meeting room was reopened to the public at 8:11 PM.

Mr. Leclair motioned to seal the minutes of the non-public session. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Adjourn

Mr. Bedard motioned to adjourn the meeting at 8:11 PM. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary