

**Town of Auburn
Board of Selectmen
November 9, 2020
Minutes
6:30 PM**

Selectmen Present: Keith Leclair, Todd Bedard and Michael Rolfe

Others Present: Mike DiPietro, Police Chief Ray Pelton, Lieutenant Charles Chabot, Office Manager Lil Deeb, Finance Director Adele Frisella and Nancy Hoijer, Recording Secretary

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

Mr. Leclair motioned to go into non-public session pursuant to RSA 91-A: 3, II (b) consideration of hiring a person as a public employee. Mr. Rolfe seconded the motion. A roll call vote was taken: Mr. Leclair – Yes; Mr. Bedard – Yes; Mr. Rolfe – Yes. All were in favor, the motion passed unanimously.

The meeting room was closed to the public at 6:29 PM.

Mr. Rolfe motioned to come out of non-public session. 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 6:57 PM.

Mr. Rolfe 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.

Call to Order – Pledge of Allegiance

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

Approval of Payroll Manifest for the Week of November 9, 2020 - \$49,028.83

Mr. Bedard motioned to approve the Payroll Manifest for the Week of November 9, 2020 in the amount of \$49,028.83. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Payroll Manifest for the Week of November 9, 2020 - \$2,984.43

Mr. Bedard motioned to approve the Payroll Manifest for the week of November 9, 2020 in the amount of \$2,984.43. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Town Response to Covid-19 and State of Emergency Declaration

General Update on Town Issues

Chief Pelton reported there are seven active cases in Auburn compared to the worst being 14 at one time in the beginning of Covid pandemic. All protocols have been re-emphasized such as what to do when entering homes. Both Fire and Police Departments remain fully stocked with PPE.

Update on CARES Act Funding

Mr. Leclair reported the final payment of CARES ACT funds has been received, and Auburn used its full allocation. The payment for the September Primary Election expenses has also been received, while November General Election expenses will be submitted in mid-November.

Town Budget Presentations

Police Department – Chief Pelton & Team

Chief Pelton provided an update of the Department's activities this year. Two full-time officers have been added and trained. There were 7661 calls from June to September, 565 motor vehicle stops, 69 motor vehicle accidents, 198 reports and 69 arrests. Drug related activities have increased since last year with nine overdoses and two deaths from overdose. All officers are trained in administering Narcan. There were 31 DWI to date. DWI Patrols will start for Thanksgiving and Christmas which is when DWIs are significantly up. There have been 55 total Covid cases. Three officers were quarantined after exposure. Testing averages one to three days. State Surveillance testing may be coming for Police & Fire Departments.

Chief Pelton explained two cruisers were ordered but received late and one order cancelled completely so that has been adjusted to purchase only one cruiser next year with two sets of equipment. Chief Pelton reviewed the proposed vehicle purchase plan over the next three years

2021	2022	2023
1 payment (old)	2 payments	1 new payments
1-2 payments new	1 payment (old)	2 old payments
1 set of equipment	2 sets of equipment	1 set of equipment

This schedule would keep to four items not six per year and a reduction of \$5,500.

Chief Pelton proposed a hybrid cruiser may save money on gas but the Board after calculating the projected savings did not determine any benefit in going hybrid. The hybrid would cost \$37,300 versus \$34,110.95 for a non-hybrid cruiser.

Chief Pelton indicated the motorcycle lease could be paid for one more year and then purchased with the balance to come from the detail fund. The motorcycle has low mileage and would not be worth turning in toward a new lease. There will be one officer who can drive it now and three officers will be certified for use of the motorcycle next year.

Chief Pelton noted body cams, costing \$23,000 will be purchased this year. Chief Pelton noted there may be additional payroll costs through the end of the year.

Chief Pelton presented the FY 21 Police Department Patrol Programs Budget in the amount of \$11,001 which is level funded from last year. This includes lines for DWI & Sobriety Checkpoint Patrols, Selective Traffic Control, Police Witness Fees and a \$1.00 placeholder for Fish & Game in the PD OHRV line. Witness fees are down with the Courts being closed from Covid. They are reopened moving forward with no backlog.

Mr. Bedard motioned to approve the FY 21 Police Patrol Programs Budget for in the amount of \$11,001. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Chief Pelton presented the proposed FY 21 Police Budget in the amount of \$215,370 which is a three percent decrease over last year. Police uniforms were down \$400. Computer services is a contract. Police Radar reflected an increase from last year of which \$1,500 is Cloud storage charges. Two portable radios will be replaced. Subscriptions increased by \$100. The storage unit will be needed until the storage building is completed at an annual cost of \$840. One storage pod has been eliminated.

Police Equipment was lowered by \$200 to \$6,000.

Police Cruisers was lowered by \$4,800 to \$64,200 reflecting the \$34,200 cruiser cost, \$17,000 payment and \$13,000 in equipment referenced in year one of the proposed three- year plan.

Mr. Bedard motioned to approve the FY 21 Police Budget in the amount of \$210,370. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Regional Associations

The FY 21 budget for Advertising & Regional Associations in the amount of \$9,473 was proposed and is a 1% increase over last year. This is for the annual dues for the NH Municipal Association and Southern NH Planning Commission.

Mr. Bedard motioned to approve the budget for Advertising & Regional Associations for FY 21 in the amount of \$9,473. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Health Agencies

The FY 21 budget for Health Agencies & Hospitals in the amount of \$5,875 was proposed and is level funded from last year. Ms. Frisella noted Child & Family Services made no request this year, but CASA requested \$500, which is new. Lamprey Health Care made no request as its service was merged with Meals on Wheels, so that \$500 was added to that agency.

Mr. Bedard motioned to approve the budget for Health Agencies & Hospitals for FY 21 in the amount of \$5,875. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

New Business

Storage Building

Mr. Rolfe reported he continues to make calls for estimates for the storage building.

Old Business

Update on Street Lights – LED Conversion Project

Affinity Lighting has completed their mapping and reported one street light the Town was paying for that wasn't there and one street light not being charged for, that was. With the mapping completed the conversion will be ready to move to installation soon.

Report/Comments of Ex-officio Board Representatives

Mr. Bedard reported Parks & Recreation's new hire started and is doing well.

Mr. Leclair reported the Budget Committee had its first meeting and will move the meetings to the School to provide social distancing. Mr. Leclair provided the Committee with an update about items such as body cameras and radios that would be pre-bought this year and potential use of the Severance School building.

Next Meeting/Events

Monday, November 16, 2020 – Board of Selectmen's Meeting - 7:00 PM

Monday, November 23, 2020 – Board of Selectmen's Meeting – 7:00 PM

Minutes

- November 2, 2020 Public Meeting

Mr. Bedard motioned to approve the minutes of the November 2, 2020 Public Meeting. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

- November 2, 2020 Non-Public Meeting

Mr. Bedard motioned to approve the minutes of the November 2, 2020 Non-Public Meeting. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Adjourn

Mr. Rolfe motioned to adjourn the meeting at 8:15 PM. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary