

**Town of Auburn
Board of Selectmen
August 2, 2021
Minutes
7:00 PM**

Selectmen Present: Keith Leclair and Todd Bedard

Others Present: Police Chief Ray Pelton, Road Agent Michael Dross, Michael DiPietro, Joanne Linxweiler, Terry Coll, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

Call to Order – Pledge of Allegiance

Mr. Leclair called the meeting to order at 6:59 PM and led the Pledge of Allegiance.

Approval of Payroll Manifest for the Week of July 19, 2021 - \$47,111.98

Mr. Bedard motioned to approve the Payroll Manifest for the week of July 19, 2021 in the amount of \$47,111.98. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of July 26, 2021 - \$106,756.68

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of July 26, 2021 in the amount of \$106,756.68. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of July 12, 2021 - \$6,395.00

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of July 12, 2021 in the amount of \$6,395.00. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of July 26, 2021 - \$35,475.00

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of July 26, 2021 in the amount of \$35,475. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payroll Manifest for the Week of August 2, 2021 – \$44,773.51

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of August 2, 2021 in the amount of \$44,773.51. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Consent Agenda for the week of August 2, 2021

Mr. Leclair read out loud and provided for inspection a copy of the Consent Agenda for the week of August 2, 2021 some of which included: three (3) Check Register/Manifests, two (2) Void Check Registers, two (2) Abatement//Refund Requests, one (1) Grant Agreement/NH Department of Safety – Homeland Security Grant Program and three (3) pistol/revolver licenses.

Mr. Bedard motioned to approve the Consent Agenda for the week of August 2, 2021. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

New Business

Insulation of Remainder of Safety Complex Ceiling

Mr. Herman provided an estimate from Quality Insulation dated July 19, 2021 in the amount of \$29,390.00 which identified numerous areas in need of insulation work in addition to the meeting room at the Safety Complex. Mr. Herman noted the estimate did not break out the estimate for just the meeting room and the Selectmen asked that he request a number for just that room.

2021 Groundwater Monitoring Annual Summary Report

Mr. Herman provided the 2021 Groundwater Monitoring Annual Summary Report prepared by Stantec for the DES Waste Management Division dated July 15, 2021. The report which detailed the Auburn Landfill Site sampling conducted in April 2021 recommended analysis continue on an annual basis.

Potential Project Discussions for FY2021 ARPA Funds

Mr. Herman provided the Board with a request from Road Agent Michael Dross for an air compressor and power tool attachments for use at the highway garage property off Chester Turnpike. Road Agent Dross provided a quotation from Grainger in the amount of \$3,406.93 for the purchase. An electrician would install the compressor.

Mr. Herman indicated the total expense could be appropriated from the Town's utilization of the Federal American Recovery Plan Act (ARPA) funds.

Mr. Dross indicated the equipment should last 40-50 years.

Mr. Leclair questioned how the equipment would be utilized since the Town does not own any equipment and subcontracts. Mr. Bedard agreed. Mr. Dross noted the Town may go to a Department of Public Works in the future but in the meantime, it would allow subcontractors to get out of the weather and do basic maintenance without losing time returning to their shops, to change a tire as one example.

Mr. Bedard motioned to obligate an amount not to exceed \$4,406.93 from the American Rescue Plan Act Funds for the purchase and insulation of an electric air compressor and power tool attachments for the highway garage property as described in the quotation from Grainger dated July 13, 2021. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

New Hampshire 10-Miler Road Race – Saturday, August 28th

Mr. Herman provided a copy of a letter dated September 1, 2020 from Millennium Running which detailed the next year's annual New Hampshire 10 Miler Road Race scheduled for Saturday, August 28, 2021.

Chief Pelton described the event which has happened for several years and the proposed differences for this year. Last year there had been a staggered start which took several hours to get going whereas this year the start will not be staggered. Some roads may be closed for periods of approximately 30 minutes while runners' cross the finish line.

The Board was in support of the annual event using Town roads.

Citizen's Fiber Broadband Advisory Committee

Mr. Herman provided a copy of an email received from Chris Rolfe who notified the Board that as he started a new job recently and felt it would conflict with his role on the Citizen's Fiber Broadband Advisory Committee, he confirmed that his new employer agreed he should not continue to serve on the Committee due to a potential conflict of interest.

Mr. Bedard motioned to accept the resignation of Chris Rolfe with regret, from the Citizen's Fiber Broadband Advisory Committee. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Old Business

Vacancies on the Zoning Board of Adjustment

Mr. Herman provided a Memorandum dated July 29, 2021 concerning the members of the Zoning Board of Adjustment. Two members submitted their resignations from the Board – Chairman Mark Wright effective September 1st and Dennis Vieira effective immediately. Both of their terms were through March 2022.

The ZBA will next meet on August 24th. Chairman Wright will attend that meeting. Mr. DiPietro acted as Chairman in his absence at the June meeting. The Board has three appointed full members and three alternate members until March.

Mr. Herman indicated he received interest from Nicholas Pappas who is in the process of submitting the Town Volunteer Form.

Mr. Leclair asked if there were any alternates who were interested in becoming full members and Mr. Herman indicated that Alternate Patrick Bergeron would be interested.

Mr. Leclair motioned to appoint Patrick Bergeron as a full member of the ZBA with a term through March 2022. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Report/Comments of Ex-Officio Board Representative

Mr. Bedard indicated the Parks & Recreation Commission was meeting tomorrow.

Mr. Leclair indicated negotiations with the Auburn Police Union has begun to set the ground rules and establish a schedule of meetings. The next meeting will be on August 24th.

Other Business

Road Agent Dross reported he is working on catch basins Wednesday on Hills Road and driveways. Work is running behind due to the rain. After Hills Road is finished, he will begin work on Squirrel Drive.

Mr. Leclair advised a stop sign is blocking the street sign at Windsor Drive.

Mr. Leclair asked how Mr. Villeneuve was doing with the new storage building adjacent to the Safety Complex. Mr. Dross noted it was graded and aprons will be poured. The building should be done in a couple of weeks. They are waiting on the garage doors to come in which were ordered. Mr. Leclair noted it made sense to hold off on racking and shelving until after they get stuff in. Chief Pelton will need to decide about how the side access door should be keyed.

Next Meeting/Events

Monday, August 9, 2021 – Citizen's Broadband Advisory Committee – 7:00 PM

Monday, August 16, 2021 – Board of Selectmen's Meeting – 7:00 PM

Monday, August 30, 2021 – Board of Selectmen's Meeting – 7:00 PM

Minutes

July 12, 2021 Public Meeting

Mr. Bedard motioned to approve the July 12, 2021 Public Meeting Minutes as amended. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

July 12, 2021 Non-Public Session

Mr. Bedard motioned to approve the July 12, 2021 Non-Public Meeting Minutes as written. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

July 20, 2021 Workshop Meeting

Mr. Bedard motioned to approve the July 20, 2021 Workshop Meeting Minutes as written. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Non-Public Session – Pursuant to the provisions of RSA 91-A:3, II (a) and (b) – The dismissal, promotion or compensation of a public employee and the hiring of any individual as a public employee

Mr. Leclair motioned to go into non-public session pursuant to RSA 91-A:3, II (a) and (b) – the dismissal, promotion or compensation of a public employee or the hiring of any individual as a public employee. Mr. Bedard seconded the motion. A vote was taken, Mr. Leclair voted aye, Mr. Bedard voted aye. With all in favor, the motion passed unanimously.

The meeting room was closed to the public at 7:25 PM.

Mr. Leclair 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 7:44 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.

Mr. Bedard motioned to approve a step increase for the Tax Collector from a Labor Grade 8, Step 12 to a Labor Grade 8, Step 13 upon the individual's August 6, 2021 anniversary date. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Adjourn

Mr. Bedard motioned to adjourn at 7:45 PM. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy Hoijer
Recording Secretary