

**Town of Auburn  
Board of Selectmen  
April 21, 2014**

**Selectmen Present:** Russell Sullivan, James Headd & Richard Eaton

**Also Present:** David Nye & Helen Hiltz, Parks & Recreation Commission; Dan Carpenter & Dee Cleary, Auburn Historical Assoc.; Linda Dross, Armand Miclette, Brad & Kim Sargent, Scott & Karen Norris, Dennis & Pauline Vieira, Paula Marzloff, J.H. & Mary Ann Rolfe, Michael Rolfe, Tom Gonyea, Francis McFarland, Jim Boisvert, Ryan Maher, Audrey Trickett, Ken Robinson and Mike DiPietro, Residents; Ray Pelton, Police Lieutenant; William Herman, Town Administrator; Kathryn Skoglund, Recording Secretary

Mr. Sullivan called the meeting to order at 7:00 p.m.

**Approval of Payroll for Week of April 21<sup>st</sup>, 2014**

*Mr. Eaton moved to approve the Payroll Manifest in the amount of \$45,469.89 for the week of April 21<sup>st</sup>, 2014; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.*

**Consent Agenda – Week of April 21<sup>st</sup>, 2014**

There were no items for the Board of Selectmen to sign.

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**Adele Frisella, Finance Director – First Quarter 2014 Budget Review**

Mr. Sullivan noted that Mrs. Frisella would meet with the Board next Monday.

Mr. Headd noted that Mr. David Nye of the Parks and Recreation has a matter to discuss with the Board. Mr. Nye asked the Board permission to regrade the Wayne Eddows field auxiliary parking area. Mr. Nye continued that the parking area is 80' x 200' with the road leading in; the Memorial Day Bazaar will be coming up soon and parking in the street is a hazard. Mr. Sullivan would like to see the regrading efforts follow the preliminary plan that Stantec had created. Mr. Nye commented that he has not seen that design but would look into obtaining a copy. Mr. Sullivan directed Mr. Nye to work with Town Administrator Herman to get a copy and move forward. The other Board members concurred.

**New Business**

**2014-2015 Health Insurance Rates**

Mr. Herman explained to the Board that as a result of the January 2014 Supreme Court ruling and the SCHOOLCARE Board of Directors vote, SCHOOLCARE will return a total Premium Holiday of \$21,697,052 to members on July 1<sup>st</sup>, 2014. Mr. Herman continued that Auburn's

portion of the Premium Holiday equates to \$53,396.93 and will be applied as a credit on the July 2014 credit. Mr. Herman added that the billing rate increase is thus being reduced to 6.4%

### Fire Extinguisher & Alarm System Proposals

Mr. Herman informed the Board that five (5) proposals were received, Four (4) of which include costs for both fire extinguisher and alarm services, one (1) just for alarm. The Board reviewed a canvas report of the submitted proposals. Mr. Herman indicated that on Wednesday or Thursday he, Peter Barbuto and Bruce Phillips will sit down and further review the submitted proposals. Per the Purchasing Policy the bid costs are within the Town Administrators spending authority. Mr. Herman should have an update for the Board next Monday.

### Duck Race Assistance

Ms. Deidre Cleary informed those present that Mr. Dan Carpenter has taken over presidency of the Auburn Historical Association and she is now the Vice President. They are planning the Annual Duck Race, which has been getting smaller by the year. The Duck Race wouldn't be a town event without the involvement of all the town groups, so the Historical Assoc. is requesting that everyone get involved. Ms. Cleary commented that in the past there have been clowns, antique cars, bouncy house, and they would like to continue to include attractions like that and are interested in adding other elements to the Duck Race, including a 5k trail race on Manchester Water Works trails. At this time Ms. Cleary passed out a packet of paperwork describing the Auburn Historical Associations goals for the Duck Race, the town organizations they would like to be involved, additional events and activities and miscellaneous things that the Historical Assoc. needs to address. Ms. Cleary noted that she and Mr. Carpenter have not run the Duck Race themselves so they are leaning on others who have. Ms. Cleary went on to indicate that the Historical Association would be requesting a raffle permit from the Board of Selectmen; they are also asking if the Towns insurance could encompass this event. Ms. Cleary commented that another activity the Historical Association is interested in having is a climbing wall, the company that Ms. Cleary has contacted about this are fully insured and will list the town as additionally insured. Mr. Sullivan thought the trail race was a great idea to bring in people. The Board agreed that the event as proposed sounded great. Mr. Herman believed that the town could extend their insurance liability coverage for the event at no added cost to the town. Mr. Herman indicated that a committee of 4 or 5 people would need to be appointed as a Duck Race Committee in order to do so. The Historical Association could provide the Board of Selectmen with recommended individuals to make up the committee and the Board of Selectmen could then appoint them. Ms. Cleary noted that the Lions Club, Recreation and Fire Department have all been involved in the event in the past and would like to see them involved once more. Mrs. Helen Hiltz noted that she preferred not to speak for the Parks and Recreation Commission tonight but in the past Parks and Rec. has wanted to be involved. The Historical Association is on the Parks and Recreation Commissions next agenda to discuss the Duck Race. Ms. Cleary conveyed to the Board that the Historical Association has lined up sponsorship with Aflac and CMC and they will be reaching out to town businesses as well. Ms. Cleary thinks this will be a successful community and fundraising event. Mr. Tom Gonyea brought up the matter of race timing and companies like Millennium Running that professionally accomplish that. Ms. Cleary responded that she is talking to companies that specialize in official timing; she realizes how important race times are to those who pay money to participate in running events. Mr. Vieira asked the date and time of the event and how many antique cars the Historical Association would like. Ms. Cleary replied that following tradition, the date will be September 13<sup>th</sup>; however the reconstruction of the Griffin Mill Bridge might throw a wrench at

that. Ms. Cleary asked the Board if they think the Bridge construction will impact the event. Ms. Sullivan responded that it is tough to say at this point but he doesn't envision it. Ms. Cleary portrayed on the provided aerial view the area that is typically closed off and noted that the Library is the epicenter. Ms. Cleary summarized that the Duck Race and the Trail Race are the money makers; the other proposed events and activities are attractions to promote attendance. Mr. Herman asked the Board if they were ok with extending the towns insurance for this event. It was the consensus of the Board to move forward with extending the insurance.

### Website Link Suggestion

The Board was presented with an emailed request from a local photographer asking that the Town add a link on the town's web site under the local business section on the Community Links page to [www.hammerstromphotography.com](http://www.hammerstromphotography.com). Ms. Skoglund pointed out to the Board that it is not unprecedented for the Board to approve links to local businesses on the website upon request. Ms. Skoglund mentioned that she has not reviewed the local business's website and suggested that she or the Board should before the Board makes a decision. The Board was comfortable with Ms. Skoglund reviewing the business's website and waiting until next Monday to make a decision regarding the request.

Mr. Herman informed the Board that the gas tax bill has passed the Senate and the House committee, the bill doubles the State bridge aid funding and instead of having to wait 10 years for funding it's looking more like 3 to 5 years. Mr. Herman noted that construction still can not be done until the year the funding is available and per a conversation he had with the State the Town of Auburn would likely not be eligible in 2015 but possibly 2016. Raising the town portion of funds is a prerequisite for application approval. Mr. Herman commented that the Town has funds raised for the Griffin Mill Bridge and asked if the Board would like to put in an application. Mr. Headd expressed he is in favor of putting an application in, noting that the Town can then always say no. Mr. Headd added that 80/20% funding is a huge savings for the tax payers. The Board was in agreement to move forward with an application.

## **Old Business**

### Steam Mill Road Speed Limit Petition

- Mr. Sullivan shared that the Highway Safety Committee met last week and discussed the Steam Mill Road matter and moved to have a discussion with the Road Agent regarding what types of signage, such as "children at play", could be put up throughout the Wethersfield subdivision to slow down motorists; paint limit lines at all stop signs throughout the subdivision; and have the Police Department put a speed trailer on Steam Mill Road to monitor traffic and provide a baseline speed. Mr. Mike DiPietro noted that it was also discussed to ask Southern New Hampshire Planning Commission to conduct traffic counts. Mr. Herman commented that traffic counts are being done on Winters Way and asked if the Board would like them done on Steam Mill Road. Mr. Sullivan stated yes.

## **Other Business**

Ms. Skoglund asked permission of the Board to post the two following item on the Town's

website and/or electronic sign:

Prescription Drug Take Back Initiative

Saturday, April 26<sup>th</sup>, 10:00 a.m. to 2:00 p.m.  
at the Auburn Safety Complex

Griffin Library Annual Book Sale

Saturday, July 26<sup>th</sup>, 8:00 a.m. to 3:00 p.m. &  
Sunday, July 27<sup>th</sup>, 11:00 a.m. to 3:00 p.m.  
at the Auburn Village School

The Board agreed with posting theses notices within a few days of the event dates.

## **Minutes**

### April 14<sup>th</sup>, 2014 Public Meeting

***Mr. Eaton moved to approve the minutes of the April 14<sup>th</sup>, 2014 public meeting as written; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.***

### April 14<sup>th</sup>, 2014 Non-Public Meeting

***Mr. Eaton moved to approve the minutes of the April 14<sup>th</sup>, 2014 Non-public meeting as written; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.***

### April 17<sup>th</sup>, 2014 Public Meeting

***Mr. Headd moved to approve the minutes of the April 7<sup>th</sup>, 2014 public meeting as written.***

Mr. Gonyea noted that the minutes of the April 17<sup>th</sup> were just posted on the town's website last this afternoon and asked if the Board would hold off on approving them until the public has opportunity to review them. Mr. Gonyea also noted the following is not relayed in the typed minutes of the 17<sup>th</sup>:

Mr. Stoney Worster made a statement that if Mr. Rick Eaton continues, he would be a one term Selectmen and Mr. Gonyea at the meeting on the 17<sup>th</sup> asked what Mr. Herman's role was in the healing to the town, Mr. Herman's responded that he didn't feel his role was that critical.

The Board agreed to wait until next week to approve the minutes of April 17<sup>th</sup> public meeting.

***Mr. Headd withdrew his motion.***

## **Non-Public Session**

***Mr. Headd moved to enter into non-public session pursuant to RSA 91-A 3, II (c) personnel matters; Mr. Eaton seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mr. Sullivan – yes. The motion passed.***

Meeting in Non-Public Session with the Selectmen were Town Administrator Herman and

Secretary Skoglund.

***Mr. Headd moved to exit Non-Public Session; Mr. Eaton seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mr. Sullivan – yes. The motion passed.***

***Mr. Headd moved to seal the minutes of the Non-Public Session; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

***Mr. Eaton moved to adjourn; Mr. Headd seconded the motion; all were in favor, the public meeting ended at 8:15 p.m.***