

**Town of Auburn
Board of Selectmen
September 13, 2021
Minutes
7:00 PM**

Selectmen Present: Keith Leclair, Todd Bedard and Michael Rolfe

Others Present: Steve Kimball, Kurt Tompkins, Michael DiPietro, Sergeant James Huard, Road Agent Michael Dross, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

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 Accounts Payable Manifest for the Week of September 6, 2021 - \$1,274,814.37

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of September 6, 2021 in the amount of \$1,274,814.37. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of September 6, 2021 - \$17,725.00

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of September 6, 2021 in the amount of \$17,725. Mr. Leclair seconded the motion. A vote was taken, Mr. Rolfe abstained, Mr. Leclair voted aye and Mr. Bedard voted aye. The motion passed 2-0-1.

Approval of Payroll Manifest for the Week of September 13, 2021 - \$54,526.14

Mr. Bedard motioned to approve the Payroll Manifest for the week of September 13, 2021 in the amount of \$54,526.14. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Consent Agenda for the week of September 13, 2021

Mr. Leclair read out loud and provided for inspection a copy of the Consent Agenda for the week of September 13, 2021 some of which included: two (2) Pistol/Revolver licenses.

Mr. Bedard motioned to approve the Consent Agenda for the week of September 13, 2021. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Appointments with the Board

Hills Road – Drainage Concerns

Kurt Tompkins of 45 Hills Road presented a request to have loam, grading and seeding done in the portion of Town right-of-way adjacent to his property which serves as a drainage swale where silt was recently cleaned out by the Highway Department. Mr. Tompkins noted while he doesn't own the property, he has maintained it for years. Mr. Tompkins provided pictures for the Selectmen to view on his mobile device. Mr. Tompkins requested a roll tube seed mat be used to restore the area which was disturbed and offered to purchase and install it himself.

Road Agent Dross noted the 20-30' section in front of the utilities has not been seeded yet because there was water running. Now that it is late in the season grass will likely grow the following spring, but he can't see seeding it while water is still running.

Mr. Rolfe explained that tube seeding is not meant for small applications such as this and the disturbed area would be seeded in the spring.

Mr. Leclair asked if any portion had been seeded yet and Mr. Dross noted it needs to dry up first, but even if they do nothing grass will still grow. Mr. Leclair recommended a compromise; to go by and put some seed down but not on the swale portion.

Mr. Tompkins noted he will take pictures in the spring and come back.

New Business

Project Discussions for FY 2021 ARPA Funds

Mr. Herman provided an update to the ARPA Funds spreadsheet since the last meeting on August 30, 2021.

Mr. Herman reported the only change since the Board's last meeting was the \$645 expense for heat detectors for the Storage Building. He reported the Fire Chief is still working on the extractor system for the Fire Department and he does not yet have an invoice from the electrician for the installation of the air compressor at the Highway Department.

Highway Safety Agency Grant Agreement

Mr. Herman reported the Auburn Police Department has been able to secure grant funding annually through the Office of Highway Safety for various high visibility mobilization patrols. This year the Department received \$3,400 for the following patrols: "Join the NH Clique," "Drive Sober or Get Pulled Over," and "U Drive U Text U Pay" to operate between December 17, 2021 and September 5, 2022. The grant funds are intended to be overtime enforcement activity beyond regular patrol shift work.

Sergeant Huard explained that the patrols would be four-hour blocks.

Mr. Bedard motioned to approve the Office of Highway Safety Grant Agreement totaling \$3,400.00 for the Auburn Highway Safety Grant and to designate the Town Administrator as the Authorized Contract Signatory for this agreement. Mr. Rolfe 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 noted at the last meeting the Zoning Board of Adjustment had two vacancies, one full member with Mark Wright leaving and one alternate position. Mr. Herman was asked by the Selectmen at their last meeting to see if the two existing alternates wished to remain alternates or be moved up to full members first and determine what position may need to be filled. Alternate Shawn Matte indicated he was not interested in being elevated as he is too busy, and Shannon Doherty was appointed an alternate a few months ago.

Mr. Herman reported RSA 673:7 allows a Planning Board member to sit on the Board of Adjustment and he has checked with NHMA Legal Services to be sure. Mr. Leclair noted there is a benefit to the cross over and exchange of information. Mr. Rolfe noted he reached out to members of the Planning Board; Jill Dross noted she was interested, and Mr. Poltak did not indicate.

Mr. Leclair asked Steve Kimball who was present if he would be interested in serving as an alternate and noted he has already been to a few of the Board of Adjustment's meetings. Mr. Leclair explained how the Chair would activate an alternate if needed at each meeting and would provide training information. Mr. Kimball agreed. Mr. Leclair reminded Mr. Kimball to take his oath with the Town Clerk before the Board of Adjustment's next meeting.

Mr. Leclair motioned to appoint Steve Kimball as an Alternate Member of the Zoning Board of Adjustment for a term ending in March of 2024. 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. Rolfe reported on activities with the Planning Board. There was an informal with Peterson Nordstrom for their 21-lot Tanglewood subdivision on Rockwood Terrace. The Senior Housing component was taken off the table by the developer. A duplex on Dollard Road is undergoing a condominium conversion. Mr. Villeneuve is finishing his building on Rockingham Road and came in concerning rebuilding the wall behind the building.

Mr. Leclair reported Budget seasons will start soon. There are no new updates on negotiations with the Police Union.

Mr. Herman noted the Selectmen will typically start meeting weekly in October and November to review Department budgets.

Other Business

Mr. Leclair reported there will be a Household Hazardous Waste Day on Saturday, September 25, 2021 from 8:00 AM to Noon in Raymond for the Towns of Raymond, Nottingham and Auburn. A flyer is posted which details accepted items and not accepted items as well as directions to the facility.

Next Meeting/Events

Saturday, September 25, 2021 – E-Waste Collection Day – 9 AM – 2 PM
Monday, September 27, 2021 – Board of Selectmen's Meeting – 7:00 PM
Monday, October 4, 2021 – Board of Selectmen's Meeting – 7:00 PM

Minutes

August 30, 2021 Public Meeting

Mr. Rolfe noted a correction on the maker of the motion concerning the involuntary merger of properties.

Mr. Bedard motioned to approve the August 30, 2021 Public Meeting Minutes as amended. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

August 30, 2021 Non-Public Sessions (x3)

Mr. Bedard motioned to approve the August 30, 2021 Non-Public Meeting Minutes (x3). Mr. Rolfe 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 (d)

Consideration of the acquisition, sale or lease of real property

Mr. Leclair motioned to go into Non-Public Session pursuant to RSA 91-A: 3, II (d). Mr. Rolfe seconded the motion. A roll call vote was taken: Mr. Leclair voted aye, Mr. Bedard voted aye and Mr. Rolfe voted aye. The motion passed unanimously.

The meeting room was closed to the public at 7:30 PM.

Initially meeting in Non-Public with the Board was Road Agent Michael Dross. Mr. Dross left the meeting at 7:55 PM.

Mr. Leclair motioned to come out of Non-Public Session. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The meeting room was reopened to the public at 8:49 PM.

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

Adjourn

Mr. Rolfe motioned to adjourn at 8:50 PM. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy Hoijer
Recording Secretary