

**Town of Auburn
Board of Selectmen
May 5, 2014**

Selectmen Present: Russell Sullivan, James Headd & Richard Eaton

Also Present: Rene Labranche, Stantec Consulting; Mike Dross, Road Agent; 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, Audrey Trickett, Greg Santuccio, Stoney Worster 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 May 5th, 2014

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$41,567.64 for the week of May 5th, 2014; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of May 5th, 2014

Proclamation

- Building Safety Month – May 2014

Letter of Congratulations

- Megan Cooley, Miss New Hampshire 2014

Pistol/Revolver License

- Five (5) Licenses

- ***Mr. Headd moved to approve the Consent Agenda for the week of May 5th, 2014; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

Janice & Jim Fusco – Griffin Mill Bridge

Mr. Sullivan noted that Mr. & Mrs. Fusco were not present so discussion of this matter was postponed for the moment.

New Business

Appointment of Deputy Treasurer

Mr. Herman informed the Board that Treasurer, Christine Soucie recommends the Board re-appoint Linda Dross as Deputy Treasurer.

Mr. Headd moved to appoint Mrs. Linda Dross as Deputy Treasurer; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Mr. Herman informed the Board that a bill in legislation passed the Senate which makes an appropriation to the department of safety for disaster assistance grants to certain non-state agencies that sustained severe storm damage between 2010 and 2013. Auburn would receive approximately \$60,000 in unanticipated funds.

Mr. Sullivan stated that Planning Board Chairman, Ron Poltak had called him asking what can be done to clean up the stuff blowing out of Master Halco, Inc. onto Beaver Brook Road. Mr. Sullivan continued that the property own has an approved site plan so his thought is that it is a matter for the Building Inspector to address. Mr. Headd and Mr. Eaton agreed the Building Inspector should address with a letter to the property owner. Mr. DiPietro commented that the town's annual roadside clean up day is this weekend. Mr. Sullivan acknowledged that and stated that the property owner should still share in the responsibility of cleaning up.

Road Agent Dross informed the Board in case the town receives any calls from residents that R.H. White Construction is running power 3 feet off the pavement on Hills Road. Mr. Dross believes they will do one cut at Meadow Lane, everything else will be directional boring.

Old Business

Policy for Handling Roadside Solid Waste

- The Board members stated they have reviewed the policy. Mr. Sullivan noted that in one section the policy addresses the Road Agent picking up TV's and then another section address the Road Agent not picking up hazardous waste and storing. Mr. Sullivan continued that from previous discussion he understands the intent of these sections but suggested it be clarified in the policy. Mr. Herman stated that he understands what Mr. Sullivan means and can do that. Companies to pick up hazardous waste were briefly discussed and two reputable companies were noted. Mr. Vieira informed the Board that he is aware that three companies that buy waste oil and asked if the Board would like to entertain that option. Mr. Sullivan responded sure. Mr. Vieira will find out more information for the Board. Waste oil collection and burning was discussed. Mr. Eaton commented that the volume we collect may not make this option worthwhile. The policy for handling roadside solid waste was table to next week.

Mr. Sullivan noted that the Fusco's were still not present. Mr. Headd commented that we put off road reconstruction, let get that underway. Mr. Sullivan stated that he'd like to discuss the bridge first and then road reconstruction.

Mr. Labranche informed the Board that to start the process to obtain the 80/20 grant a letter will need to be sent to Nancy Mayville at NHDOT requesting Stantec Consulting engineer the Griffin Mill Bridge project, Stantec can provide a draft letter. Mr. Labranche continued that Stantec will put together an updated contract to be reviewed by the town's attorney. Mr. Labranche stated that to date Stantec has held back with aggressive design as it would not be eligible for the 80/20 grant at this time. Mr. Herman stated to the Board that the documents signed last week enrolled the project in the program. Mr. Eaton clarified that engineering to this point is not eligible for reimbursement. Mr. Herman verified that costs would not be eligible until NHDOT approved the town's contract with Stantec. The construction of the access road to be completed this year will also not be eligible but the reclamation of the access road would be

with the bridge construction in 2017. Memorandum of Understanding with Manchester Water Works and the Fusco's and loam was discussed. Mr. Eaton noted that the access road is approximately 500 feet; \$35,000 seems steep for that construction. Mr. Dross noted that is an estimate and costs can't be fully know until he knows what is under the surface and what drainage efforts need to be done. Mr. Labranche discussed the drainage needs and the necessary shoreline permit. Mr. Dross clarified that the \$35,000 estimate included construction of the access road and the reclamation of the area when the bridge is complete. The bridge still being accessible by passenger vehicle in the winter was discussed. Mr. Dross would like the Boards direction whether to plow the bridge or not. Mr. Eaton questioned the amount of \$24,199 spend to date for engineering. Mr. Labranche explained to Mr. Eaton what this amount represents.

Mr. Headd moved to authorize Stantec Consulting to draft a contract between them and the Town of Auburn for the Griffin Mill Bridge project, to be reviewed by town counsel and upon town counsels recommendation submitted to NHDOT ; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Mr. Labranche informed the Board that he will come back with a presentation, colors and rail system design will need to be decided this year. Mr. Sullivan asked when the access road would be constructed. Mr. Labranche stated after the shoreline permit and memorandums of understanding are obtained. Mr. Herman noted that the permitting can't be advanced until NHDOT approves the contract. Mr. Labranche suggested so not to lose more time, Stantec get the permit ready to go. Mr. Labranche added that it would only be a couple hours worth to do so. The Board was ok with this.

Mr. Michael Rolfe brought that the silt fence will need to be maintained for a few years. Mr. Labranche was hopeful that long term silt fence along side the road would not be necessary once grass is stabilized. It was noted that silt fence would be necessary surrounding the storage of the removed materials.

Mr. Tom Gonyea noted that two weeks ago he asked that two edits be made to the April 17th, 2014 Board of Selectmen meeting minutes and the edits have not been done. It was noted that Mr. Gonyea's recommended inclusions to the April 17th minutes were captured in the meeting minutes of the April 21st, 2014. Mr. Gonyea commented that his comment about Mr. Worster's comment from the 17th was not relayed correctly in the minutes of the 21st. Ms. Skoglund suggested that Mr. Gonyea write down his suggested inclusions for the Board to review next Monday. Mr. Worster stated that he would like to see the suggested inclusions if he is being quoted. Mr. Santuccio reiterated his opinion that meetings should be recorded.

Mrs. Norris asked if the congratulations to Megan Cooley could be put in the Auburn Village Crier. Mrs. Norris commented that in a similar situation in the past she was told it could not be included. Mr. Herman relayed that historically that was the Crier policy. Mr. Santuccio suggested that the Board of Selectmen address the congratulations in their article in the Crier. The Board was in agreement with that and thanked Mr. Santuccio for the good suggestion.

Mr. Labranche stated that the Board asked him to look into whether Lantern Lane would be a good candidate for a reclaim and pave rather than Road Agent Dross's standard approach of full reconstruction. Mr. Labranche noted that a reclaim and pave can't give as long term results and went on to discuss with the Board what criteria he looks for in a road to warrant a reclaim

and pave and how that criteria applied on Lantern Lane. Mr. Labranche informed the Board that some unsuitables were observed in a boring near Margate but Lantern Lane is a good candidate for reclaim and pave and it is a fairly standard approach. Mr. Labranche added that reclaim and pave is about \$65,000 cheaper than full reconstruction. Mr. Headd asked what the time difference was for deterioration between the two construction options. Mr. Labranche stated that it is hard to say 20 year for a full reconstruction 10 to 15 years for reclaim and pave. Mr. Eaton stated that if full reconstruction is done on every road it's going to take a very long time to complete. Mr. Eaton added that Margate Drive and Nutt Road are not good candidates for reclaim and pave but Lantern seems to be. Mr. Dross stated that he doesn't hold a lot of faith in borings and is concerned with under drainage and driveways and keeping it clean. Mr. Labranche responded to Mr. Dross by discussing the process of a reclaim and pave. Mr. Dross stated that he doesn't agree with the approach. Mr. Headd indicated that the intent of the Road Reconstruction budget line at the time of its establishment was to do full reconstructions not just patching and overlay. Mr. Sullivan commented that it's to investigate new ways to do things and some roads it is appropriate to not do a full reconstruction. Mr. Sullivan noted that 40 years and Lantern Lane is still in pretty good shape, it will be interesting to see the difference between Margate with a full reconstruction and Lantern with a reclaim and pave. Mr. Vieira commented that there is no idea what construction costs will be 20 years from now but it can be assumed they will go up, a cost savings today may not be worth the costs in the future. Mr. Sullivan agreed that costs will likely go up. Mr. Eaton maintained his opinion that Lantern Lane was a good candidate to try out the reclaim and pave. Mr. Michael Rolfe discussed the fire pond/fill area and commented who knows what is in there as borings didn't hit that area. Mr. Dross commented that depending what is found in the road he may be back to the Board of Selectmen for direction.

Mr. Worster asked when Margate Drive was scheduled. Mr. Sullivan stated this year. Mr. Eaton commented that it's still wet out there. Mr. Dross indicated that there is a lot to be done to prep for the project. Road Agent Dross and the Board discussed other potential road projects. Chester Turnpike; it was noted that there is no cost estimate at this time but couldn't go far with it this year. Dearborn Road; Mr. Dross noted that there is still trucking occurring. Hills Road; Mr. Dross commented that the town was waiting for the developer to put up his share of the funding. Mr. Labranche indicated he can follow-up with the Town of Hooksett regarding Hills Road. Mr. Eaton suggested Lantern Lane and Margate Drive this year and Nutt Road and somewhere else next year. Mr. Dross commented that Dearborn Road to Coleman Road needs to be done. It was noted that Mr. Sullivan and Mr. Eaton were in favor of moving forward with reclaim and pave rather than full reconstruction of Lantern Lane. Mr. Headd was opposed. Mr. Sullivan stated that Priscilla Lane may be another suitable candidate for reclaim and pave too. Mr. Dross suggested that at the end of the season whatever funds remain should be used to shim and overlay by the school and Safety Complex. The Board of Selectmen was in agreement with this. Mrs. Norris suggested Raymond Road. Mr. Dross indicated that was another road that was just ground. Mr. Eaton thought there must be ledge or something there.

Mr. Eaton brought up the question whether to put these projects out to bid per the Purchasing Policy. Mr. Dross noted that the Board of Selectmen does not have to. Mr. Eaton indicated his issue with not following it is that 500+ people voted it in. Mr. Dross indicated he was also voted in, adding that he won't have anything to do with it if it's bid out. Mr. Headd expressed that they are wasting time, it's already May. Mr. Sullivan asked Mr. Labranche how long it takes to get bids done. Mr. Labranche indicated that Mr. Headd is correct it takes time to put together a bid, for a good design package at least a month. Mr. Sullivan estimated that an award could occur by June then. Mr. Labranche estimated July and noted that since it is so late in the season the town may not receive the best prices from contractors ask contractors are typically already

booked out by then. Mr. Worster asked the Board that if the cost the Road Agent can do the work for is cheaper than a bidding contractor could the Board give it to Mr. Dross. Mr. Sullivan asked if Mr. Dross could hold the price, if not then that doesn't do the town a lot of good. Mrs. Dross asked if the town is going to go out to bid, the purpose of the Road Agent is what? Mr. Sullivan stated to oversee the project. Mr. Dross brought up bidding out winter storms. Mr. Eaton stated that snow plowing, etc doesn't fall in the cost threshold for bidding things out. Mr. Eaton indicated that he doesn't care who complete the road projects, he want the cheapest price and he wants to follow policy. Mr. Herman explained that most of the prices in the estimates provided by Stantec Consulting already follow the policy. Mr. Sullivan asked how the town gets the projects done for the estimated price and not more. Mr. Dross, Mr. Michael Rolfe and Mr. Labranche discussed potential unknown variables that could affect the estimated costs. Mr. Dross noted indicated that there is no guarantee even if the projects are bid out. Mr. DiPietro commented that at this late stage the Board might just look at past performance and Mr. Dross has good past performance. Mr. Vieira stated that if the projects get bid out you won't convince him that an outside company with care about the town like Mr. Dross does. Mr. Michael Rolfe commented that the town gets better prices than what is estimated on some things. Mr. Labranche agreed that pipes, stone, etc may be 20/30% cheaper than estimated; he used list prices for the estimate. Mr. Sullivan asked if the project is bid out no one in this room will bid. Mr. Michael Rolfe stated yeah. Mr. John Rolfe stated he would. Mr. Michael Rolfe noted that there would be cost for bonding and mobilization. Mr. Labranche commented that he did include those costs in his estimate but they were estimated on the light side. Mr. Labranche cautioned the Board about rushing a design to put out to bid; it can lead to over looked items and costs. Mr. Labranche discussed the normal design and bid process. Mr. Eaton asked what/how do we ensure that the project doesn't go over budget. Mr. Dross stated that if they don't run into anything unforeseen it won't. Mr. Sullivan expressed his concern with not following the Purchasing Policy that the Town Administrator drafted and the Board of Selectmen and voters adopted and his concern with going over the estimated cost, he understands there is no way to control things unforeseen but if there is nothing unforeseen he'd like the estimate to be a not to exceed number. Mrs. Norris stated that she voted for the Purchasing Policy but at this late stage in the season her suggestion is get things done this year and to start the procedure earlier next year so that the policy can be followed. Mr. Labranche indicated that he understands the Board concern about going over budget and noted that Sunvalley Road last year was out of the ordinary. Mr. Eaton agreed that we're a little late in the season and need to come up with a process that addresses the Purchasing Policy. Mr. Eaton continued that for this year perhaps Mr. Dross could just provide a bid to meet the policy. Mr. Herman noted that the rates are already included in the policy. Mr. Eaton would like to somehow get a total. Mr. Michael Rolfe commented that if everything goes well the cost will be cheaper than estimated. Mr. Eaton broke down the estimated labor and equipment costs. Mr. Michael Rolfe stated that they will stick to that. Mr. Gonyea thought that due to the lateness it constitutes an emergency situation. The Board of Selectmen was in agreement to move forward and requested that Mr. Michael Rolfe provide a price for the labor portion. Mr. Rolfe stated he would. Mr. Eaton verified that Margate Drive would be done first then Lantern Lane. Mr. Labranche stated yes. Mr. Eaton noted that the Road Agents cost and the flaggers need not be included in Mr. Rolfe's cost. Mr. Rolfe stated that he would look at the estimate. The Board agreed to revisit that next week. Mr. Sullivan expressed that things are moving in a positive direction. Mr. Brad Sargent wanted it noted in the minutes that he feels Mr. Headd has made it clear that he doesn't care what the voters pass at election, if 500 people voted for the Purchasing Policy and he doesn't want to follow it.

Mr. Dross discussed street sweeping with the Board and suggested that the Board look at it

year by year and as needed; not all roads need to be done annually.

Minutes

April 28th, 2014 Public Meeting

Mr. Eaton moved to approve the minutes of the April 28th, 2014 public meeting as written; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

April 28th, 2014 Non-Public Meeting

Mr. Eaton moved to approve the minutes of the April 28th, 2014 Non-public meeting as written; Mr. Headd 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.