

**Town of Auburn
Board of Selectmen
Stritch Meeting Room
Town Hall
July 11, 2022
Draft Minutes
7:00 PM**

Selectmen Present: Keith Leclair, Michael Rolfe and Tom Carroll

Others Present: David Smiley, DVM, Police Chief Ray Pelton, Fire Chief Michael Williams, Assistant Finance Director Mimi Friolet, Michael DiPietro, Finance Director Patricia Rousseau, 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.

Appointments with the Board

Approval of Accounts Payable Manifest for the Week of June 27, 2022 - \$114,645.06

Mr. Rolfe motioned to approve the Accounts Payable Manifest for the Week of June 27, 2022 in the amount of \$114,645.06. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Payroll Manifest for the Week of July 4, 2022 - \$52,174.36

Mr. Rolfe motioned to approve the Payroll Manifest for the Week of July 4, 2022 in the amount of \$52,174.36. Mr. Carroll 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 11, 2022 - \$1,774,188.58

Mr. Rolfe motioned to approve the Accounts Payable Manifest for the Week of July 4, 2022 in the amount of \$1,774,188.58. Mr. Carroll 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 11, 2022 - \$61,839.50

Mr. Rolfe motioned to approve the Accounts Payable Manifest for the Week of July 11, 2022 in the amount of \$61,839.50. Mr. Carroll seconded the motion. A vote was taken.

Mr. Leclair voted aye, Mr. Carroll voted aye and Mr. Rolfe abstained. The motion passed 2-0-1.

Approval of Consent Agenda for the Week of July 11, 2022

Mr. Leclair read out loud and offered for inspection the Consent Agenda for the Week of July 11, 2022 some of which included a CU Release for Cherry Hill Homes.

Mr. Rolfe motioned to approve the Consent Agenda for the Week of July 11, 2022. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

New Business

- Primex – Premium Holiday

Mr. Leclair summarized the July 1, 2022 Notice of Premium Holiday from Primex, the Town's property & liability insurer. The Town will be receiving a distribution of \$5,903.43 effective July 1, 2022 which can be refunded or applied as a credit to the upcoming year's premium.

The Board discussed the question of whether to take the premium holiday as a credit or refund and the Board recommended crediting the amount to next year's premium. Finance will note the premium credit so that the line item will be properly forecasted in the budget for the subsequent year.

- Finance – Fund Balances

Finance Director Rousseau and Finance Assistant Friolet provided the fund balances requested by the Board at the last meeting. Ms. Friolet noted ARPA and the Building Restoration Fund were the most used. Mr. Leclair asked if the \$50,000 fire station radio grant had been approved and Ms. Friolet confirmed that it had. Ms. Rousseau questioned whether there was anything additional Mr. Goonan needed to do for the Town to receive the second ARPA installment and will check with Mr. Goonan.

Old Business

- Town Hall Door Replacement

Mr. Leclair reported that Mr. Goonan is working with Mr. Villeneuve on an updated quote.

- Fire Station #2 Siding Quotes

Mr. Carroll obtained a quote from Hanover Hill for the vinyl siding in the amount of \$55,835 JMR provided a quote for \$48,000 which Mr. Carroll noted was undated. A1

provided a quote for \$60,271 and MGS provided a revised quote dated June 21, 2022 in the amount of \$78,000. Mr. Leclair will email Chief Williams concerning bringing the numbers current and had asked for lead times for the proposed work to commence.

- **Town Crier Pricing**

Finance Assistant Friolet provided the requested adjustment to the proposed increase of advertising rates for the Town Crier. The rates reflect a proposed 10% increase with the round-ups suggested.

Ms. Friolet noted since the last discussion postage had just increased approximately 7%, although the exact amount of the increase for bulk mail is unknown the increase will be approximately .04 cents per ounce; and printing prices are anticipated to increase 12-13%.

The Board agreed the fees had not been adjusted for seven or eight years and would like to keep the unavoidable increase level, if they are able, for a long period of time and proposed raising the rates by 20% and not revisiting any proposed increases next year.

Ms. Rousseau noted the publication could go completely digital or a limited number could be printed so subscribers could pick up a printed copy at Town Hall. Mr. Leclair added that subscribers could opt in or out. Ms. Friolet noted the affect on the discounted bulk rate.

The Board agreed the 20% adjustment was the best option and asked Finance to put together a revised rate sheet to be moved at the next meeting.

Other Business

- Fire Department Detail Rates – Tabled
- Public Comment

Mr. Leclair opened the meeting to the public for comments and questions at 7:27 PM.

Dr. David Smiley explained that he has lived at Wilson Crossing in one of the Town's third oldest homes and has enjoyed living in a rural home in a rural part of Town for many years. He noted that recently he has experienced two issues. The first issue he described as water issues, with his well. Two years ago was the first time he experienced any issue and this year he is concerned the level is again low, close to only one-third full and he questioned whether crowded developments are causing the aquifers to run dry but cautioned the number of residents running sprinklers during this drought which he observed Fire Station #2 running all day. The second issue he added is the increased volume of traffic and excessive speeds on Wilson's Crossing.

Mr. Rolfe explained the aquifer study the Town has commissioned Stantec to provide. Mr. Leclair explained that the Town had voted six or seven years ago to abolish cluster

developments, but you can't "put the toothpaste back in the tube." He noted there are no new planned developments, other than 55 and older housing. The Town has experienced less than two percent growth and he doesn't see any additional coming. Mr. Rolfe added that the Planning Board is watching activity on Rattlesnake which had been proposed as 55 and older. The Board agreed that Mr. Leclair will speak to the Fire Department about the water consumption/sprinkler use at Station #2 which has been known to experience technical issues with the timer.

Next Meeting

- Monday, July 25, 2022 – Board of Selectmen's Meeting – 7:00 PM

Approval of Minutes

- June 20, 2022 – Public Meeting

Mr. Rolfe recommended edits.

Mr. Leclair provided the exact encumbered amount for the additional excavation material of \$58,964.32 on Page Four.

Mr. Rolfe motioned to amend the June 20, 2022 Public Meeting Minutes to include more detailed information on Page Four. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Leclair provided the corrected amount for the additional cubic yards of sand and gravel on Page Four.

Mr. Leclair motioned to approve the June 20, 2022 Public Meeting Minutes, as amended. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

- June 20, 2022 – Non-Public Meeting

Mr. Rolfe motioned to approve the June 20, 2022 Non-Public Meeting Minutes. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

- Non-Public Session pursuant to RSA 91-A:3(II) - If Needed

Adjournment

Mr. Rolfe motioned to adjourn the meeting at 7:37 PM. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,
Nancy Hoijer, Recording Secretary