

**Town of Auburn  
Board of Selectmen  
Stritch Meeting Room  
Town Hall  
August 8, 2022  
Approved Minutes  
7:00 PM**

**Selectmen Present:** Keith Leclair, Michael Rolfe and Tom Carroll

**Others Present:** Sgt. James Huard, Fire Chief Michael Williams, Ed Gannon, Madeline Hajduk, Stephen Baird, Sophia Baird and Becca Farnum of Good Shepherd's Youth Advisory Council, Michael DiPietro, Town Administrator Daniel Goonan, Nancy Hoijer, Recording Secretary and other persons unknown to the 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 Consent Agenda for the Week of August 8, 2022**

Mr. Leclair read out loud and offered for inspection the Consent Agenda for the week of August 8, 2022 some of which included: three (3) pistol/revolver permits, one (1) void check, two (2) abatement requests and a NH DOT Block Grant AID notification for FY 2023.

***Mr. Leclair motioned to approve the Consent Agenda for the week of August 8, 2022. 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 August 1, 2022 - \$51,969.41**

***Mr. Rolfe motioned to approve the Accounts Payable Manifest for the Week of August 1, 2022 in the amount of \$51,969.41. 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 August 8, 2022 - \$1,832,647.75**

***Mr. Rolfe motioned to approve the Payroll Manifest for the Week of August 8, 2022 in the amount of \$1,832,647.75. 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 August 8, 2022 - \$28,810**

***Mr. Leclair motioned to approve the Accounts Payable Manifest for the Week of August 8, 2022 in the amount of \$28,810. Mr. Carroll seconded the motion. A vote was taken, Mr. Rolfe abstained, the motion passed 2-0-1.***

## **Appointments with the Board**

- Good Shepherd's Foundation, Youth Advisory Council, Community Service Presentation

Madeline Hajduk presented a request to the Board on behalf of the Youth Advisory Council of the Good Shepherd's Foundation, for permission to place containers for books and other supplies for the Free Little Library Program at locations in Town such as the Fire Station and Town Hall. Ms. Hajduk explained that books would be left for people to take or leave and return on the honor system and seasonally there could be school supplies or Halloween candy left. Ms. Hajduk explained how the availability of reading materials promote community literacy goals. Donations are welcome from the community as cash or supplies and volunteers will serve as steward caretakers to maintain the containers and surrounding area. Placement will be carefully chosen and containers checked on weekly.

The Board discussed placement at the Fire Department by Wilson's Crossing. Mr. Gannon recommended the front of the driveway on the right-hand side and indicated he would himself be volunteering to check on the containers. Mr. Leclair recommended a spot at Town Hall by the walkway and sidewalk. Mr. Carroll advised to beware of irrigation systems coming on when choosing locations and noted there is one installed at Circle of Fun which is well used.

The Board agreed the Foundation should stake the two locations where they would like to place the containers and get final approval from the Selectmen before they are installed.

- Fire Chief Michael Williams – Monthly Report

Fire Chief Williams presented his report to the Board for the month of July. Chief Williams reported 79 calls for service in July. There were a couple of storms to deal with in July. The NH Fire Chief's Meeting was attended with the Deputy Fire Chief. Ladder testing was completed and passed with some small repairs. All portable radios are now in service. Cistern inspections have started and are about one-third complete. The Department purchased a cordless weedwhacker and it is working well. Lieutenant Barsaleau is working on training with Firefighters and on CPR.

Mr. Leclair asked about the old radios and Chief Williams indicated they were to be part of the buy-back deal and picked up but they still have them.

Chief Williams reported he is reviewing applications for more Call Firefighters.

## New Business

- Fire Department – Vehicle Donation

Fire Chief Williams reported that Ron Provenchal has offered a vehicle for training purposes to the Fire Department. There will be extraction training on Wednesday night. He has sent a thank you to Mr. Provenchal.

Mr. Carroll asked if the Department could use more training vehicles and Chief Williams indicated now that the junk yards are gone they are in short supply.

***Mr. Rolfe motioned to accept the donation of a 2005 Dodge Dakota for training purposes with the Fire Department. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

The Board extended its thanks to Mr. Provenchal for the donation.

## Old Business

- Town Hall Lift Replacement Update

Mr. Goonan reported work on the Lift will start Wednesday.

- Town Hall Door Replacement

Mr. Leclair reported there has been no update and he will follow up with Mr. Villeneuve.

- Fire Station #2 Siding Quotes

Chief Williams reviewed color swatches with the Board for the vinyl siding from the low and medium bidders. While the Board was initially in favor of gray, it was noted that the roof is brown.

The Board was unanimously in favor of approving the bid from JMR however would like to see a couple of jobs first or get some referrals.

***Mr. Leclair motioned to award the siding for Station #2 contract to JMR Siding for a total cost of \$48,750 pending a couple of positive references. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously. (This motion was amended at a subsequent meeting)***

Mr. Leclair noted there was no contract to sign. Chief Williams will follow up with Mr. Goonan tomorrow.

- Approval of SOP #16 Fire Department Detail Rates – **Tabled**

Fire Chief Williams presented a first draft of SOP #16 to address the Fire Department Detail Rates so they will coincide with the Police Department.

Mr. Leclair noted the language referencing the union contract should be replaced with what the Town charges in the Town Policy which is different. The union contract only deals with hourly rates. There are additional expenses included in the detail rates besides the hourly rates of the officers.

Mr. Goonan will follow up with Chief Williams and bring the SOP back for approval.

## **Next Meeting**

- Monday, August 22, 2022 – Board of Selectmen’s Meeting – 7:00 PM

## **Approval of Minutes**

- July 25, 2022 – Public Meeting

***Mr. Rolfe motioned to approve the July 25, 2022 Public Meeting Minutes. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

- July 25, 2022 – Non-Public Meeting

***Mr. Rolfe motioned to approve the July 25, 2022 Non-Public Meeting Minutes. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

## **Reports of Ex-Officio Board Members**

Mr. Rolfe – Planning Board Liaison

Mr. Rolfe reported that developers of Tanglewood and Rockwood Terrace will be doing an informal review with the Board for 68 units of 55 and over housing. Mr. Leclair asked how the Board would manage all those units and noted concerns with development in Town with the lack of public water. Mr. DiPietro explained the potential for use of community water systems.

Mr. Rolfe noted Dartmouth received final approval. A 12-acre house lot is coming into Boxwood ROW from Derry. The new home will have a private driveway.

Mr. Rolfe noted the 50-60 acre lot for sale at Lover’s Lane sold in a couple of days.

Mr. Carroll – Parks & Recreation Liaison

Mr. Carroll reported that Parks & Recreation has been working on their upcoming budget and discussed using residual funds for improvements at Wayne Eddows, possibly the parking lot.

### **Public Comment**

Mr. Leclair asked if there were any further business to come before the Board.

Mr. DiPietro commented on the recent House Bill that passed and changes that effect the Land Use Boards, particularly free training and Work Force Housing being treated the same as Senior Housing.

Mr. Leclair closed the meeting to public comment at 7:48 PM.

### **Non-Public Session pursuant to RSA 91-A:3(II) if needed**

### **Adjournment**

***Mr. Rolfe motioned to adjourn the meeting at 7:48 PM. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

Respectfully submitted,  
Nancy Hoijer, Recording Secretary