

**Town of Auburn
Board of Selectmen
September 29, 2014**

Selectmen Present: Russell Sullivan, James Headd & Richard Eaton

Also Present: Don Dollard & Dave Jenkins, Cemetery Trustees; Kathy Sylvia, Tax Collector; Jarlene Cornett, Animal Control Officer; Sue Jenkins, Paula Marzloff, Mike & Linda Dross, John & Mary Ann Rolfe, Michael Rolfe, Dennis & Pauline Vieira, Scott Norris, Kim & Brad Sargent, Frances McFarland, Audrey Trickett, Greg Santuccio, Mike DiPietro and Tom Gonyea, 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 Accounts Payable for Week of September 29th, 2014

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$1,3126,117.07 for the week of September 29th, 2014; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of September 29th, 2014

Tax Abatement / Camper Moved from Campground

Maureen Bell (Tax Map #5, Lot #65, DRA-17) - \$62.76

Application for Veterans Tax Credit

Brent Gagne, 93 Steam Mill Road

Donation Acknowledgement Letters / Skate Park Project

Builders Installed Products -- \$40.00

Pistol/Revolver License

Four (4) License(s)

Mr. Headd moved to approve the Consent Agenda for the week of September 29th, 2014; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

FY 2015 Budget Presentations

Cemetery

Account Number	Account Description	Amount Proposed	Amount Approved
01-4195-1-120-0	Cemetery	\$500.00	\$500.00

	Secretary/Administration		
01-4195-1-120-1	Cemetery Salary/Wage	\$600.00	\$600.00
01-4195-3-380-0	Cemetery Mowing	\$10,000.00	\$10,000.00
01-4195-3-380-1	Cemetery Fertilization	\$2,700.00	\$2,700.00
01-4195-3-388-0	Cemetery Property Maintenance	\$8,500.00	\$8,500.00
01-4195-3-390-0	Cemetery Mapping	\$1,500.00	\$1,500.00
01-4195-5-660-0	Cemetery Supplies	\$500.00	\$500.00
01-4195-5-690-0	Cemetery Miscellaneous	\$500.00	\$500.00
01-4195-6-645-0	Cemetery Dues & Memberships	\$200.00	\$200.00

Mr. Dollard presented the Cemetery budget to the Board and explained that the Trustees have broken down the budget a little more to more specifically allocate funds. Mr. Dollard noted that the Trustees have done a lot of work to the cemeteries in the last few years such as the trim at the Longmeadow Cemetery, the fence at the Village Cemetery, as well as plot layouts, map updating, straightening 300 tombs and other property maintenance. Mr. Eaton noted that the Trustees are increasing the budget by \$8,000.00. Mr. Dollard pointed out that approximately \$26,000 was expended in 2013, they have deferred some projects this year and they have been using money from the trust funds to offset the additional budget expenditures, they intend to use about \$5,000 from the trust funds again this coming year to offset the budget. Mr. Eaton noted that would make the increase to the budget really only \$3,000.00.

Mr. Headd moved to approve the proposed Cemetery budget as presented and discussed; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Financial Administration

Account Number	Account Description	Amount Proposed	Amount Approved
01-4150-6-620-1	Tax Bill Printing	\$4,000.00	\$4,000.00
01-4150-6-645-1	Tax Collector Education	\$3,000.00	\$3,000.00

Mrs. Sylvia proposed level funding the Tax Bill Printing, stating that hopefully the cost comes under budget but there are quite a few new houses. Tax Collector Education is increasing by \$500.00; Mrs. Sylvia explained that her costs were decreased last year as she was President of the Tax Collector's Association; this was only a one year term. Mrs. Sylvia added that \$100.00 is also budgeted for the new Tax Collector Assistant to attend some conferences or seminars if she is ready.

Mr. Headd moved to approve the proposed Financial Administration budget as presented and discussed; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

General Welfare Administration

Account Number	Account Description	Amount Proposed	Amount Approved
01-4442-0-002-1	General Welfare Assistance	\$40,000.00	\$40,000.00

Ms. Skoglund proposed level funding the general welfare assistance with the position being moved in-house she is not yet sure of the extent of the towns needs. Mr. Headd explained to those present that State statutes obligate the town for certain things regardless of what the

budget is.

Mr. Headd moved to approve the proposed General Welfare Administration budget as presented and discussed; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Animal Control Officer

Account Number	Account Description	Amount Proposed	Amount Approved
01-4414-2-250-1	Animal Control Mileage	\$750.00	\$750.00
01-4414-3-370-1	Animal Control Medical	\$200.00	\$200.00
01-4414-3-390-1	Animal Control Veterinarian Charges	\$300.00	\$300.00
01-4414-3-390-2	Animal Control Boarding	\$400.00	\$400.00
01-4414-3-395-1	Animal Control Communications	\$500.00	\$500.00
01-4414-6-645-1	Animal Control Education	\$250.00	\$250.00
01-4414-6-645-2	Animal Control Dues	\$40.00	\$40.00
01-4414-6-660-1	Animal Control Miscellaneous	\$600.00	\$600.00

Ms. Cornett proposed a level funded budget to the Board. Mr. Headd asked what Animal Control Miscellaneous funds. Ms. Cornett stated that the budget line used to be titled Animal Control Supplies.

Mr. Headd moved to approve the proposed Animal Control Officer budget as presented and discussed; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Old Business

Town of Salem / LGC Refund Case

Mr. Herman informed the Board that the Town of Salem has filed a Motion to Reconsider with the court. Mr. Headd asked if there was a cost to Auburn. Mr. Herman stated no.

Draft Parking and Speed Limit Ordinance

The Board reviewed the Highway Safety Committees recommendation regarding the proposed ordinances; the Committee questioned listing all streets in the Speed Limit Ordinance. The Board reviewed an email from Jennifer St. Hilaire of Wadleigh, Starr & Peters regarding her opinion of the ordinances and the inclusion of the roads in the Speed Limit Ordinance. A public hearing would be scheduled and the ordinances would be posted for public review.

New Business

Comcast / Renewal of Cable Franchise Agreement

The Board was presented a notice from Comcast requesting the start of renewal proceedings and describing the steps of the process. Mr. Herman noted that the current 10 year agreement is good until 2017.

Mr. Dross state that he was approached and questioned regarding the work being done on

Pingree Hill Road and asked Mr. Eaton if his son who is directing traffic is certified as required by the Traffic Control Ordinance. Whether Mr. Eaton's truck was inspected was questioned as well, the individual asking was concerned with liability to the town. Mr. Eaton stated he was not aware of that requirement in the ordinance and that he would get a Police Officer or someone certified.

Minutes

September 22nd, 2014 Public Meeting

Mr. Headd noted that the minutes should read that Mr. Sullivan called the meeting to order not him.

Mr. Headd moved to approve the minutes of the September 22nd, 2014 public meeting as amended; Mr. Eaton seconded the motion; Mr. Sullivan abstained; the motion passed unanimously.

Non-Public Session

Mr. Eaton moved to enter into non-public session pursuant to RSA 91-A 3, II (c) review of previously sealed non-public meeting minutes; 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 was Town Administrator Herman and Secretary Skoglund

The Board reviewed six non-public meeting minutes.

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 unseal the minutes of the non-public meeting of August 27th, 2001, September 10th, 2001, September 17th, 2001 and January 7th, 2002; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Mr. Headd moved to adjourn; Mr. Eaton seconded the motion; all were in favor, the public meeting ended at 7:56 p.m.