

**Town of Auburn
Board of Selectmen
October 20, 2014**

Selectmen Present: Russell Sullivan, James Headd & Richard Eaton

Also Present: Bruce Phillips, Fire Chief, Ron Poltak, Planning Board; Tim Therrien and Helen Hiltz, Parks and Recreation Commission; Jim Boisvert, Ryan & Christen Maher; Paula Marzloff, Mike & Linda Dross, John and Mary Ann Rolfe, Michael Rolfe, Dennis & Pauline Vieira, Scott & Karen Norris, Kim & Brad Sargent, Frances McFarland, Audrey Trickett, Greg Santuccio 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 October 13th, 2014

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$158,749.80 for the week of October 13th, 2014; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Approval of Payroll for Week of October 20th, 2014

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$57,110.02 for the week of October 20th, 2014; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of October 20th, 2014

Donation Acknowledgement Letter / Skate Park Project

Stantec Consulting Services, Inc - \$500.00

Correspondence

Right of Way Concerns / Morgen Drive

Void Check Manifest

Two Checks totaling \$1,797.99

Quitclaim Deed / Return of Tax Redeemed Property

65 Acres of Land & Building on Chester Road (Tax Map #5, Lot #56)

Notice of Property Lien

516 Bunker Hill Road (Tax Map #5, Lot #56)

Pistol/Revolver License

Eleven (11) License(s)

Mr. Headd moved to approve the Consent Agenda for the week of October 6th, 2014; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Public Hearing

The Board held a public hearing for the purpose of receiving comment concerning the adoption of the proposed consolidated "Parking Ordinance" pursuant to the provisions in NH RSA 41:11

Mr. Maher referenced Section 3: Letter c) In front of a public or private driveway and asked if this pertains to homeowners as well. Mr. Maher described a scenario where the homeowner will park at the end of the driveway to provide a barrier while their child/children are playing in the driveway and asked if the would be in violation. Mr. Sullivan asked if the vehicle is parked in the street or in the driveway. Mr. Maher responded a little of both and proposed that the homeowner be excluded. Mr. Herman indicated that homeowners parking in the street during snowstorms is one of the large issues in town that this proposed ordinance is meant to address. Mr. Sullivan stated that if the homeowner is 100% on their property then they have no issue and doesn't think that if the homeowner is slightly outside of the driveway there is really an issue either. Lt. Pelton agreed that this reference section is more for a situation like Mr. Herman described or you come home and some one else is blocking your driveway. Mr. Headd expressed his concern regarding homeowners parking in the street impeding emergency vehicles. Lt. Pelton noted that the Auburn Police Department is not in the business of giving tickets but agreed that homeowner or not blocking the road to travel will result in a ticket.

Mr. Maher referenced Section 3: Letter d) and e) which indicates no vehicle shall stop, stand or park within thirty (30) feet of a stop or yield sign or an intersection/intersecting road way. Mr. Maher asked how the 30 feet was come up with and proposed 15 feet so that parents waiting at the bus stops aren't in violation. Mr. Sullivan indicated that the ordinance was drafted using other communities as samples. Lt. Pelton believed that the feet described may be per statute. The Board agreed that they did not have an issue with changing these two sections from 30 to 15 feet if it is not designated by State Statute.

Mr. Maher referenced Section 3: Letter m) Within 15 feet of a fire hydrant or sprinkler head, stating he assumes this does not mean individual irrigation. Mr. Sullivan stated no. Mr. Herman cautioned property owners that the town is not liable if for instance a plow truck damages irrigation systems installed by the property owner within the town right-of-way.

Mr. Maher expressed that he thought Section 9 PROCEDURES FOR PAYMENT seems cumbersome and thinks if failure to pay results in the inability for violators to register their car that may lesson the administrative burden. Mr. Herman did not believe that it would save time administratively but it could be looked into.

The Board agreed to look into the discussed items of the ordinance and continue the public hearing in two weeks.

Mr. Eaton moved to continue the Public Hearing concerning the adoption of the proposed Parking Ordinance to the November 3rd, 2014 Board of Selectmen meeting; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

The Board held a public hearing for the purpose of receiving comment concerning the adoption of a proposed Speed Limit Ordinance.

Mr. Gonyea referenced Section 5 and noted that the Board may want to clarify which entrance on Bunker Hill Road. Mr. Gonyea also referenced Section 7 which identifies areas of Route 121

and noted that there is no speed variance, it is all 40 mph and the section of Route 121 from St. Peters church to the traffic circle is in Manchester not Auburn. Mr. Gonyea also asked regarding the list of roads included in the ordinance. Mr. Sullivan indicated that the Board had discussed the pros and cons of including the list and had received town counsel opinion. Mr. Herman relayed that the paragraph below the list allows for the list to be updated upon the Boards acceptance of a road.

Mr. Vieira informed the Board that on Bunker Hill Road heading towards Dearborn Road there is a 20 mph sign on the right, but there is none coming from the other direction. Mr. Michael Rolfe indicated that was on the plan when that section of road was done years ago and the sign has been there ever since. Mr. Sullivan felt that the sign could come down.

Mr. Vieira also commented that 35 mph is too fast on a lot of roads, he lives on Pond View Drive and couldn't imagine going 35 mph. Mr. Maher comment that this section of Chester Road is 30 mph yet other subdivision roads are higher. Mr. Sullivan noted that this section of road is State owned and the town supports State statute regarding current and newly constructed roads. Mr. Eaton acknowledged that most people go 35 mph through the Wethersfield subdivision and that is what the road is designed for and you hope that motorist realize it's a neighborhood and go slower.

Mr. Vieira asked if the ordinance was just putting what exists in writing. Mr. Sullivan stated yes. Mr. Boisvert asked if Hooksett's speed limit issues played a part in drafting this ordinance. Mr. Sullivan stated no.

Lt. Pelton asked if Sections 12, 13 and 14 were going to be deleted as State Statute covers exception, enforcement and penalties. Mr. Herman indicated that town counsel had reviewed the document and that question specifically as it was brought up by the Highway Safety Committee and the inclusion was deemed appropriate. Mr. Sullivan asked that it be looked at again.

Mr. Eaton moved to continue the Public Hearing concerning the adoption of the proposed Speed Limit Ordinance to the November 3rd, 2014 Board of Selectmen meeting; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

FY 2015 Budget Presentations

Planning/Zoning

| Account Number | Account Description | Amount Proposed | Amount Approved |
|-----------------|----------------------------------|-----------------|-----------------|
| 01-4191-2-250-1 | P/Z Mileage | \$500.00 | \$500.00 |
| 01-4191-3-320-1 | P/Z Engineering Services | \$3,000.00 | \$3,000.00 |
| 01-4191-3-350-1 | P/Z Legal Expenditures | \$29,000.00 | \$29,000.00 |
| 01-4191-3-390-4 | P/Z Maps | \$250.00 | \$250.00 |
| 01-4191-3-390-2 | Master Plan & Regulatory Updates | \$4,000.00 | \$4,000.00 |
| 01-4191-3-390-3 | P/Z Recording Fees | \$250.00 | \$250.00 |
| 01-4191-6-620-1 | P/Z Printing | \$1,000.00 | \$1,000.00 |
| 01-4191-6-645-0 | P/Z Dues, Workshops, Seminars | \$600.00 | \$600.00 |
| 01-4191-6-650-1 | P/Z Books | \$500.00 | \$500.00 |
| 01-4191-6-660-1 | P/Z Safety Equipment | \$1.00 | \$1.00 |
| 01-4191-6-670-1 | P/Z Printed Forms & Supplies | \$50.00 | \$50.00 |
| 01-4191-6-680-1 | P/Z Legal Ads | 3,000.00 | \$3,000.00 |

Mr. Poltak introduced himself to the Board and relayed that the Planning and Zoning Boards

are presenting a level funded budget. Mr. Poltak went on to explain that the Planning Board will be giving attention to the cluster subdivision regulations and the Master Plan. Mr. Poltak informed the Board that there are 4 major subdivisions currently proposed. Mr. Headd asked if Mr. Poltak was aware of any legal cases to be brought forward in the coming year. Mr. Poltak stated no but the town will need much legal advice regarding any changes to the ordinance and Master Plan.

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

Fire

| Account Number | Account Description | Amount Proposed | Amount Approved |
|-----------------|------------------------------------|-----------------|-----------------|
| 01-4220-3-370-1 | Fire Occupational Health & Safety | \$1,000.00 | \$1,000.00 |
| 01-4220-3-390-2 | Forest Fire | \$1.00 | \$0.00 |
| 01-4220-3-390-3 | Fire Equipment Maintenance | \$4,200.00 | \$4,200.00 |
| 01-4220-3-390-4 | Fire Radio Repair | \$500.00 | \$500.00 |
| 01-4220-3-390-5 | Derry Dispatch | \$40,658.00 | \$40,658.00 |
| 01-4200-3-390-7 | Fire & Rescue Training | \$17,000.00 | \$17,000.00 |
| 01-4220-3-390-8 | Fire Hazmat | \$5,786.00 | \$5,786.00 |
| 01-4220-5-510-1 | Fire Telephone | \$6,900.00 | \$6,900.00 |
| 01-4220-5-520-1 | Fire Safety Complex Electric | \$6,000.00 | \$6,000.00 |
| 01-4220-5-520-2 | Fire Pingree Hill Electric | \$2,280.00 | \$2,280.00 |
| 01-4220-5-530-1 | Fire Heating Oil – Safety Complex | \$8,700.00 | \$8,700.00 |
| 01-4220-5-530-2 | FD Fire Heating Oil – Pingree Hill | \$4,800.00 | \$4,800.00 |
| 01-4220-5-550-1 | Fire Building Maintenance | \$9,000.00 | \$9,000.00 |
| 01-4220-5-610-2 | Fire D-Fib | \$0.00 | \$0.00 |
| 01-4220-6-610-1 | Fire & Rescue New Equipment | \$15,000.00 | \$15,000.00 |
| 01-4220-6-610-4 | Fire New Radios | \$4,200.00 | \$4,200.00 |
| 01-4220-6-610-6 | Fire SCBA Maintenance | \$4,500.00 | \$4,500.00 |
| 01-4220-6-611-1 | Fire Water Hydrants | \$14,052.00 | \$14,052.00 |
| 01-4220-6-660-1 | Fire Rescue Supplies | \$2,000.00 | \$2,000.00 |
| 01-4220-6-660-2 | Fire Protective Clothing | \$10,000.00 | \$10,000.00 |
| 01-4220-6-670-1 | Fire Office & Cleaning Supplies | \$4,500.00 | \$4,500.00 |
| 01-4220-6-690-1 | Fire Misc. Grant | \$6,135.00 | \$6,135.00 |
| 01-4220-6-690-2 | Fire Dry Hydrants | \$500.00 | \$500.00 |
| 01-4220-7-710-1 | Fire Truck Maintenance | \$12,000.00 | \$12,000.00 |
| 01-4220-7-720-1 | Fire Apparatus Fuel | \$15,900.00 | \$15,900.00 |

Chief Phillips presented the Fire budget line by line to the Board explaining that there is a proposed decrease of \$100.00 to the Fire Occupational Health & Safety which funds shots, etc for the department, the department is also in the first year of an established physical program which is going well and may be used as a model program by Primex. Chief Phillips stated that Forest Fires can be deleted. Fire Equipment Maintenance is level funded; equipment is getting a little older but the department has a pretty good on going replacement program. Fire Radio Repair reflects a decrease of \$100.00, the Department is trying to keep up to snuff and warranties on the radios have helped keep costs down. Derry Dispatch is level funded. Chief Phillips informed the Board that the town has entered into negotiations to reopen the contract

with the town of Derry. Mr. Headd asked if the cost was based per capita. Mr. Herman explained that it used to be but Derry now has their own formula which includes per capita, call volume and assessed values. Chief Phillips expressed that the Town of Derry provides great service to the Town of Auburn; we just want to try to keep the costs a bit more controlled. Chief Phillips explained that Fire & Rescue Training is level funded; they have several department members attending the NH Fire Academy, Auburn will sponsor out of towners and pay for residents to attend. The Auburn Fire Department has well trained individuals. Fire Hazmat funds the annual dues. There is a \$300 increase to Fire Telephone. Ms. Skoglund noted that Comcast has increased their price for telephone and internet; she will be readdressing the town's services in the next year. Chief Phillips noted that the telephone system is aging and perhaps the town wants to think about replacing the system and linking all the town buildings together. Fire Safety Complex Electric is decreasing by \$500.00 and Pingree Hill Electric is decreasing by \$220.00. Fire Heating Oil – Safety Complex, which reflects half the cost that is split with the Police Department, is increased by \$1,200.00. FD Heating Oil – Pingree Hill is increased by \$1,300.00. Fire Building Maintenance is level funded as well as Fire Equipment Maintenance and New Radios. Fire SCBA is increased by \$1,200.00, again the department has a pretty good replacement program in place. Chief Phillips explained that Fire Water Hydrants is increasing; this price is set by Manchester Water Works. Rescue Supplies, Protective Clothing, Office & Cleaning Supplies are all level funded. Chief Phillips informed the Board that the department has two grants this year that they have applied for that have yet to be awarded and next year they are applying for grants to help fund protective clothing and new SCBA's resulting in the Misc. Grants line increasing by \$318.00. Fire Dry Hydrants is level funded, Chief Phillips explained that a lot of times this line is not expended however if replacement of a dry hydrant is needed the department with work with the Road Agent to get the work done. Fire Apparatus Fuel is increasing by \$2,200, fuel is bought from the State. Mr. Headd commented that this is a good effort to keep the budget in line.

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

Emergency Management

| Account Number | Account Description | Amount Proposed | Amount Approved |
|-----------------|------------------------|-----------------|-----------------|
| 01-4290-0-550-0 | OEM (FEMA) Expenditure | \$1.00 | \$1.00 |
| 01-4290-3-390-1 | OEM Training | \$200.00 | \$200.00 |
| 01-4290-5-510-1 | OEM Communications | \$1,250.00 | \$1,250.00 |
| 01-4290-6-610-1 | OEM Equipment & Gear | \$500.00 | \$500.00 |

Chief Phillips explained that in the event of a declaration OEM (FEMA) Expenditures is left open at \$1.00 as a place to fund and reimburse expenditures. Chief Phillips noted that some years OEM Training is necessary and some years its not. OEM Communications is decreasing by \$250.00 as a result of Verizon Wireless services being reassessed by Ms. Skoglund. OEM Equipment & Gear is level funded to replenish supplies such as barricades, cones, sand bags, etc.

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

Machinery, Vehicles & Equipment

| Account Number | Account Description | Amount Proposed | Amount Approved |
|-----------------|----------------------------------|-----------------|-----------------|
| 01-4902-7-700-1 | Fire Apparatus Lease/Purchase | \$72,696.00 | \$72,696.00 |

Chief Phillips explained that this budget line is decreased by \$2,822.21 which a result of paying of the lease for one truck and the new payment amount for the new truck.

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

Chief Phillips informed the Board of two potential Warrant Article items, to replace the Chevrolet Tahoe and to replace the Forestry. Chief Phillips asked the Board if they had a preference of a replacement for the Tahoe being included in the operating budget as the Police Department does with their cruisers or be included in a separate warrant article. Mr. Headd asked how long the command vehicle is kept. Chief Phillips stated that the current Tahoe is a 2002 with almost 140,000 miles. Chief Phillips also noted that the department has established a committee to discuss replacement of the forestry truck, much of it they will build themselves and they would like to apply for a grant. Chief Phillips relayed that as part of the department's active rolling replacement program the Rescue truck will also need to be refurbished or replace in the next couple of years, the department is trying to be proactive to best serve the town.

Parks & Recreation

| Account Number | Account Description | Amount Proposed | Amount Approved |
|-----------------|---------------------------------------|-----------------|-----------------|
| 01-4520-0-001-1 | Recreation Senior Trips | \$10,700.00 | |
| 01-4520-0-001-2 | Recreation Family Events | \$14,500.00 | |
| 01-4520-0-001-3 | Recreation Basketball Program | \$600.00 | |
| 01-4520-0-001-4 | Recreation Ski Program | \$2,800.00 | |
| 01-4520-0-001-6 | Recreation Community Service Award | \$400.00 | |
| 01-4520-0-001-7 | Recreation Soccer Program | \$600.00 | |
| 01-4520-0-001-8 | Recreation Senior Dinner | \$1,000.00 | |
| 01-4520-2-250-1 | Recreational Mileage Reimbursement | \$750.00 | |
| 01-4520-3-360-1 | Recreation Playground & Parks | \$8,050.00 | |
| 01-4520-5-520-1 | Recreation Electricity | \$2,400.00 | |
| 01-4520-5-550-0 | Recreation General Maintenance | \$2,800.00 | |
| 01-4520-5-550-4 | Recreation Ice Rink | \$3,000.00 | |
| 01-4520-5-560-1 | Recreation Trash Removal | \$1.00 | |
| 01-4520-5-560-2 | Recreation Chemical Toilets | \$5,400.00 | |
| 01-4520-9-940-1 | Recreation Improvements | \$59,400.00 | |

Mr. Therrien presented the proposed Parks and Recreation budget to the Board. Mr. Therrien explained that Senior Trips is level funded, this year the line is under spend as a result of the fall trip being canceled due to Mr. Armand Miclette's recent surgery. Mrs. Hiltz will be cross train next year so that she may assist in planning the trips. Recreation Family events is increasing by \$3,500.00, Hooksett Fireworks who have previously donated fireworks at the town Memorial Day event will no longer do so. Hooksett Fireworks has estimated the cost for fireworks at \$5,000. Mrs. Hiltz explained that this is a discounted rate. Mr. Therrien informed the Board that the Parks and Recreation Commission has discussed not holding the annual Memorial Day

Bazaar and having an olde homes day in the fall instead. Recreation Basketball Program, Ski Program and Community Service Award are all level funded. Recreation Soccer Program is being decreased by \$1,400 as the irrigation was installed this year so now they only need to fund some paint for the lines and miscellaneous supplies and this is offset by field rental fees. Recreation Senior Dinners is level funded. Recreation Mileage Reimbursement is increasing by \$450, this line was cut last year due to funds being misapplied to an incorrect account. Recreation Parks and Playgrounds was increased this year as a result of the parks needing a lot of mulch and gravel, this year the line is decreased by \$1,750. Electricity is level funded. General Maintenance was cut last year but is increasing by \$1,000. Recreation Ice Rink is decreasing by \$900 this will fund the cleaning and sealing of the rinks. Mr. Therrien relayed that the Parks and Recreation Committee went to have the rinks sealed this year and the company reported slime in the corners and a seal was not recommended so the committee intends to next year have the sealing done earlier in the season. Mr. Therrien stated that Recreation Improvements reflects and increase of \$54,020 this will fund running electrical conduit, parking lot gravel, light bases and retention pond at the Wayne Eddows Fields; purchase new section of fence/fix old fence, top gravel and regrade parking lots, walking paths, flag pole from the former Fire Station moved, gazebo lights, restriping of the handicap lines, cut tree overhang, underbrush cut, deck on gazebo, hot top for porta-potties to meet ADA requirements at the Circle of Fun Playground; and lights for flagpoles at the bicentennial park.

Mr. Sullivan asked regarding scheduling another senior trip this year. Mrs. Hiltz noted that there was not a lot of notice about Mr. Miclette's surgery for her to take it over and at this point many of the foliage type trips are passed to booked and winter months are not a good time to have a senior trip. Mr. Sullivan believed the flag pole at the former fire station was a memorial. Mr. DiPietro stated that it is and indicated that the Fire Department has the plaque and it might be nice for it to be rededicated. Mr. Sullivan questioned the lights for the flag poles being solar. Mr. Therrien stated the intent is to buy one and to try it out. The improvements to Wayne Eddows fields was discussed. Mr. Therrien relayed that the committee thinks it is an excellent project. Mr. Headd stated that he gives the committee credit for the effort that they put in to the town and the way they try to implement improvements. Mr. Headd continued that the Town developed these parks, playgrounds and fields and they need to be maintained. Mr. Sullivan stated that he does agree with Mr. Headd he would like to see Parks and Recreation follow through with the projects that they budget for, not hand the money back at the end of the year and ask for more the following. Mrs. Marzloff asked if the Planning Board has seen the proposed improvements to the Wayne Eddows Fields. Mr. Sullivan stated no but the committee would need to follow procedure. Mr. Therrien stated that parking is necessary at the fields currently people are parking in the street. Mr. Dross stated that the culvert and entrance to the field's current parking lot should at least be addressed. Mr. Therrien indicated that work is not included in this proposed figure. Mr. Herman noted that a permit would be needed for that work but the town has the materials on hand, they would only need to fund manpower. Mrs. Marzloff asked if the expansion of the fields parking is part of the Master Plan. Mr. Herman stated yes, the Parks and Recreation Commission tries to budget funds to start chipping away at it and they get shot down each year. Mr. Maher suggested doing the walking paths at the park another year. Mr. Therrien stated that the committee can do that but noted that every year the Parks and Recreation budget gets cut and things get put off, how far do you cut and put off. Mr. Eaton stated that he would like to see the Parks and Recreation get back on track, the town is growing leaps and bounds and the recreation fields, parks and events get a lot of use. Mr. Therrien felt the fence at the Circle of Fun playground is a big safety issue; it is needed to separate the parking from the playground. Mr. Eaton and Mr. Sullivan agreed that the proposed walking paths could be put off in order to address other improvements. Mrs. Hiltz noted that the paths were an effort to address feedback provided by town residents that would like to see the

more for the middle aged as much of recreation is focused towards children and elderly. Mr. Herman noted that there are funds yet to be expended this year and asked the Board if they would be opposed to the Parks and Recreation Commission using those funds to accomplish some of the proposed improvements so that they could present less of an increase for next year. The board was in agreement with that. Mrs. Mahar asked if the improvements discussed regarding the Wayne Eddows fields parking lot could be done before baseball. Mr. Sullivan stated probably not as a wetlands permit is needed for that project. The Parks and Recreation Commission will revise their budget and present it again in two weeks.

Mr. Herman asked if the Board would like Stantec to move forward with applying for the permit to widen the culvert at that Wayne Eddows Fields. The Board agreed yes.

Insurance

| Account Number | Account Description | Amount Proposed | Amount Approved |
|-----------------|------------------------------|-----------------|-----------------|
| 01-4196-6-695-2 | Unemployment Compensation | \$980.00 | \$980.00 |
| 01-4196-6-695-3 | Workers' Compensation | \$31,464.00 | \$31,464.00 |
| 01-4196-6-695-4 | Insurance Retention (Claims) | \$3,000.00 | \$3,000.00 |

Mr. Herman relayed that Unemployment Compensation is decreasing by \$450 and Workers Compensation is decreasing by \$393.00.

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

Old Business

Town of Salem / LGC Appeal

Mr. Herman relayed that the town of Salem has appealed to the Supreme Court; the Town of Durham has dropped.

Mr. Michael Rolfe discussed the to date costs for Margate Drive and Lantern Lane, which Mr. Eaton had estimated as up to \$400,000. Mr. Eaton thought his estimate was \$360,000. Mr. Rolfe stated that with unsuitable, ledge, an extra catch basin the cost of the Margate Drive project is only up to \$344,000. Mr. Eaton noted that the project is not 100% complete yet. Mr. Rolfe stated that the engineering costs on these projects are far greater than on other projects that other they have done. Mr. Eaton stated that he was unprepared to have this conversation tonight and proposed to have the discussion next week.

Mr. Herman informed the Board that the Shoreland Impact Permit was received for the temporary emergency access for the residents of Griffin Mill Road. Mr. Herman asked if the Board would like the access staked out. Mr. Dross could have the access complete to the property line by November 1st. Mr. Eaton asked if the town has heard back from the Fusco's. Mr. Herman stated no. Mr. Headd stated the town has an obligation to provide a safe access. The Board agreed to move forward.

New Business

Heating Fuel RFP

Mr. Herman indicated that the Town received two responses. J. A. Bourque proposed 15 cents off the day cash price. Dead River Company proposed \$3.019 fixed. Mr. Herman noted that the town currently uses J. A. Bourque and has had no issues. The Board agreed to stay with J. A. Bourque.

Replacing Carpet at Police Department

The Board reviewed a request from the Police Department to replace the carpet in the office at the Police Department which is town and has caused a couple of tripping incidents. Proposals were sought and provided. The board agreed to accept the proposal provided by Deans Carpet One and fund the expenditure this year through the Building Fund.

Workers Compensation CAP Agreement

The Board reviewed the proposed agreement with Primex for Worker compensation for a two year commitment with a maximum 10% cap.

Mr. Headd moved to enter into the presented agreement with Primex for the Workers Compensation Contribution Assurance Program (CAP) for 2016 and 2017; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Mr. Eaton relayed that the Highway Safety Committee discussed at their most recent meeting some issues that resulted from the school having an early release due to a mechanical issue at the school. Police and Fire were not notified. Mr. Headd felt that is an issue for the School Board to address not the Selectmen. Lt. Pelton noted that they school, fire and police have emergency plans in place but a boiler issue did not trigger the plan but they can talk to the school.

Mr. Headd indicated that the dedication on Saturday was very nice and the 101st troops that attended were very appreciative.

Mr. Sullivan indicated that the e-waste day was successful.

Matam Investments Surety Reduction

Ms. Skoglund informed the Board that Stantec and the Planning Board both recommend the surety amount for Tanglewood Estates be reduced to \$15,406.25.

Mr. Eaton moved to reduce the surety amount for Tanglewood Estates to \$15,406.25; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Mr. Santuccio asked if Craig Staples has ever been town counsel. Mr. Herman explained that the town retained Attorney Staples through town counsel to act as co-counsel.

Mr. Santuccio ask id the town is paying tri-axle rates. Mr. Sullivan stated yes. Mr. Dross made it clear that none of the subcontractors are getting paid extra for certified trucks.

Minutes

October 6, 2014 Public Meeting

Mr. Eaton moved to approve the minutes of the October 6th, 2014 public meeting; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.

October 6, 2014 Non-Public Meeting

Mr. Eaton moved to approve the minutes of the October 6th, 2014 Non-public meeting; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.

October 9, 2014 Public Meeting

Mr. Eaton moved to approve the minutes of the October 9th, 2014 public meeting; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.

October 9, 2014 Non-Public Meeting

Mr. Eaton moved to approve the minutes of the October 9th, 2014 Non-public meeting; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.

September 8, 2014 Public Meeting

Mr. Herman explained that the state is asking that the minutes of the September 8th, 2014 minutes be amended. The state miscalculated the match for the Old Candia Road project. The in kind match should be 25% not 20%

Mr. Eaton moved to amend the minutes of the September 8th, 2014 public meeting as discussed; Mr. Headd 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 9:06 p.m.