

**Town of Auburn  
Board of Selectmen  
November 10, 2014**

**Selectmen Present:** Russell Sullivan, James Headd & Richard Eaton

**Also Present:** Mike Dross, Road Agent; Dave Dion & Ken Robinson, Police Commissioners; Lillian Deeb, Police Department Office Manager; Ed Picard, Police Chief; Ray Pelton, Police Lieutenant; Chip Chabot, Police Detective; Alan Cote, Elizabeth Robidoux, Mike DiPietro, Linda Dross, John & Mary Ann Rolfe, Michael Rolfe, Dennis & Pauline Vieira; Kim & Brad Sargent, Frances McFarland, Audrey Trickett, Greg Santuccio and Tom Gonyea, Residents; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

Mr. Sullivan called the meeting to order at 7:00 p.m.

**Approval of Accounts Payable for Week of November 10<sup>th</sup>, 2014**

***Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$908,542.08 for the week of November 10<sup>th</sup>, 2014; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.***

**Consent Agenda – Week of November 10<sup>th</sup>, 2014**

Adopted Ordinances

Speed Limit Ordinance – Adopted November 3, 2014

Parking Regulation Ordinance – Adopted November 3, 2014

Pistol/Revolver License

One (1) License

***Mr. Headd moved to approve the Consent Agenda for the week of November 10<sup>th</sup>, 2014; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

**FY 2015 Budget Presentations**

Highway & Roads

Account Number	Account Description	Amount Proposed	Amount Approved
01-4312-3-385-1	Highway Shimming	\$120,000.00	\$120,000.00
01-4312-3-385-2	Highway Spr/Summer Storms	\$8,500.00	\$8,500.00
01-4312-3-385-3	Highway Summer Subcontractor	\$93,000.00	\$93,000.00
01-4312-3-385-4	Highway Road Striping	\$20,000.00	\$20,000.00
01-4312-3-385-5	Highway Tree/Brush Cutting	\$32,000.00	\$32,000.00
01-4312-3-385-6	Highway Crack Sealing	\$1.00	\$1.00
01-4312-3-385-7	Highway Cold Patch	\$5,000.00	\$5,000.00

01-4312-3-385-8	Highway Summer Gravel/Bankrun	\$45,000.00	\$45,000.00
01-4312-3-385-9	Highway Summer Misc Supplies	\$3,000.00	\$3,000.00
01-4312-3-386-3	Highway Winter Subcontractor	\$367,000.00	\$367,000.00
01-4312-3-386-4	Highway Winter Salt	\$170,000.00	\$170,000.00
01-4312-3-386-5	Highway Winter Sand	\$25,000.00	\$25,000.00
01-4312-3-386-6	Highway Winter Repairs	\$8,000.00	\$8,000.00
01-4312-3-387-2	Highway Bridge& Culvert	\$10,000.00	\$10,000.00
01-4312-3-387-4	Highway Guardrails, Gates, Etc.	\$1,000.00	\$1,000.00
01-4312-3-388-1	Highway Signs & Safety Equipment	\$3,500.00	\$3,500.00
01-4312-3-390-1	Highway Catch Basin Maintenance	\$5,000.00	\$5,000.00
01-4312-3-390-2	Highway Storm Water Maintenance	\$22,500.00	\$22,500.00

Mr. Dross presented the Highway & Roads budget to the Board line by line. Highway Shimming is level funded. Highway Spring/Summer Storms is level funded. Mr. Headd noted that the line is currently over expended. Mr. Dross acknowledged that and noted that storms can not be predicted. Mr. Headd agreed and asked if the proposed budget amount should be increased. Mr. Dross noted that it could be if the Board would like. Highway Summer Subcontractors is level funded. Mr. Dross indicated that annual expenditures typically run around \$132,000.00. Highway Road Striping is decreased by \$5,000.00. Mr. Dross informed the Board that a new company was used this year and the cost was approximately \$16,000.00, which is cheaper and easier to work with than that the previous company used. Mr. Dross noted that he would like to have the roads striped in the spring rather than the fall. Mr. Alan Cote asked if road striping went out to bid. Mr. Dross stated no, the amount fell within his authorization per the adopted Purchasing Policy; however a quote was secured prior to utilization. Mr. Cote informed the Board that the Town of Derry went out to sealed bid and they pay less than 4 cents per linear foot; Derry's total budget for road stripping is \$12,000.00 to \$14,000.00. Mr. Cote would send the Board of Selectmen a copy of the Town of Derry's bid. Highway Tree/Brush Cutting is level funded. Highway Crack Sealing is left open at \$1.00. Highway Cold Patch, Highway Summer Gravel/Bankrun and Highway Summer Misc Supplies are all level funded. Highway Winter Subcontractor is increased by \$10,000.00. Mr. Dross indicated that with the new subdivisions the town is picking up more roads. Highway Winter Salt is increasing by \$10,000 for the same reason. Mr. Cote questioned the increase, noting that the price of salt is down to \$49.13 per ton, Auburn has 61 miles of road and the Town of Derry has 163 miles. Mr. Cote brought up calibrating the spreaders. Mr. Dross commented that won't work. Mr. Cote disagreed, noting that Derry has hills the same as Auburn. Mr. Cote commented that with wells being contaminated by road salt, over salting is an environmental as well as economical issue. Mr. Michael Rolfe commented that the town of Auburn doesn't have a highway department with trucks. Mrs. Elizabeth Robidoux explained that she is a resident that has a well contaminated due to road salt, she has had her water tested twice and the levels are going up. Mrs. Robidoux continued that the town isn't going to help out with fixing this issue; she asks that the town at least reduce the amount of salt use. Mrs. Robidoux stated that she appreciates the roads being clear but she doesn't have potable water. Mr. Eaton indicated that he had discussed earlier in the year calibrating trucks perhaps the town could come up with a program to educate drivers on ways to reduce road salt. Mr. Dross stated yes, that can be done but noted that Auburn has a pretty good crew that has been doing this along time. Mr. Eaton discussed with Mr. Dross having the salt treated. Mr. Dross indicated that he had the individual Mr. Eaton mentioned give a quote and Mr. Dross felt it was expensive. Mrs. Dross asked if the Board was going to

jeopardize motorist's safety to save a little money on salt. Mr. Eaton stated no but noted that a road like Berry Patch Lane with four houses could maybe be salted just one way not both ways. Mr. Eaton indicated that he wants to come up with ways to be more conscious and thinks salt can be reduced with out jeopardizing safety. Highway Winter Sand is decreased \$125,000. Mr. Dross noted that this is a result of the 10 year, 102 thousand yards deal with Dan Carpenter. Highway Winter Repairs, Highway Bridge & Culvert, Highway Guardrails, Gates, Etc., Highway Signs & Safety Equipment and Highway Catch Basin Maintenance and Highway Storm Water Maintenance are all level funded. Mr. Dross informed the Board that Seth Potter of Stantec Consulting is compiling a list of detention ponds which Mr. Dross would like to get done by the end of the year.

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

## Police

Account Number	Account Description	Amount Proposed	Amount Approved
01-4210-2-290-1	Police Uniform	\$8,850.00	\$8,850.00
01-4210-3-340-1	Police Computer Services	\$12,000.00	\$12,000.00
01-4210-3-360-1	Police Custodial Services	\$7,120.00	\$7,120.00
01-4210-3-370-1	Police Medical Services	\$1,200.00	\$1,200.00
01-4210-3-390-0	Police Court Prosecutor	\$14,000.00	\$14,000.00
01-4210-3-390-1	Police Radar	\$1,145.00	\$1,145.00
01-4210-3-390-2	Police Radio Maintenance	\$8,720.00	\$8,720.00
01-4210-3-390-3	Police Training	\$4,200.00	\$4,200.00
01-4210-3-390-4	Police Photography	\$300.00	\$300.00
01-4210-3-391-0	Police Public Relations	\$3,500.00	\$3,500.00
01-4210-5-510-1	Police Telephone	\$9,300.00	\$9,300.00
01-4210-5-520-1	PD Electricity	\$6,000.00	\$6,000.00
01-4210-5-530-1	PD Heating Oil	\$8,700.00	\$8,700.00
01-4210-5-560-1	Police Plant Costs	\$8,000.00	\$8,000.00
01-4210-6-610-1	Police Equipment	\$5,050.00	\$5,050.00
01-4210-6-610-2	Police Office Equipment	\$1,260.00	\$1,260.00
01-4210-6-630-1	Police Postage	\$600.00	\$600.00
01-4210-6-640-1	Police Subscriptions	\$4,000.00	\$4,000.00
01-4210-6-660-1	Police Firearms	\$5,800.00	\$5,800.00
01-4210-6-660-2	Police Supplies	\$2,250.00	\$2,250.00
01-4210-6-660-3	Police Canine Supplies	\$1.00	\$1.00
01-4210-6-660-4	Police Commission Expenses	\$100.00	\$100.00
01-4210-6-670-1	Police Office Supplies	\$2,250.00	\$2,250.00
01-4210-6-680-1	Police Advertising	\$200.00	\$200.00
01-4210-6-690-1	Police Other Contingencies	\$200.00	\$200.00
01-4210-7-700-1	Police Cruisers	\$51,051.00	\$51,051.00
01-4210-7-700-2	Police Motorcycle	\$4,500.00	\$4,500.00
01-4210-7-710-1	Police Cruiser Maintenance	\$9,500.00	\$9,500.00
01-4210-7-720-1	Police Cruiser Fuel	\$30,000.00	\$30,000.00
01-4210-1-150-1	DWI & Sobriety Checkpoint Patrol	\$8,000.00	\$8,000.00
01-4210-1-150-2	Selective Traffic Control	\$7,500.00	\$7,500.00
01-4210-1-150-3	Police Witness Fees	\$2,000.00	\$2,000.00
01-4210-1-150-4	PD OHRV	\$1.00	\$1.00
01-4210-1-160-1	Shift Differential	\$1,500.00	\$1,500.00
01-4210-1-160-2	Merit Increase	\$1,000.00	\$1,000.00

Mr. Dion presented the Police budget to the Board line by line. Police Uniforms is increasing by \$250.00. Police Computer Services is increasing by \$500.00 to fund a new dispatch module. Police Custodial Services is increasing by \$600.00 to fund twice a week cleaning throughout the year. Police Medical Services is level funded. Police Prosecutor is increased by \$2,400.00. Mr. Dion indicated that this was a new line last year, the Prosecutor has resulted in less time the Officers need to go to court thus reducing the Witness Fees budget line, it has also freed up time to allow the Detective to really focus on that work. Police Radar is level funded. Police Radio Maintenance is increasing by \$6,420.00. Mr. Dion explained that the department would like to purchase two new radio units in 2015 and 2 more in 2016. Police Training, Police Photography and Police Public Relations are level funded. Police Telephone is reduced by \$200.00. Mr. Dion noted that this reduction is a result of Mrs. Deeb and Ms. Lafond reassessing the town's telephone plans. Ms. Lafond indicated that reassessing Comcast s on the coming years to do list as well. PD Electricity is decreased \$500.00. Mr. Dion noted that the Safety Complex electric as well as heating oil is split 50/50% with the Fire Department. PD Heating Oil is increasing by \$1,200.00. Police Plant Costs is increasing by \$500.00. Mr. Dion informed the Board that there are continual problems with the HVAC system at the Safety Complex. Police Equipment is increasing by \$800.00. Police Office Equipment, Police Postage and Police Subscriptions are all level funded. Police Firearms is increased \$1,800.00. Mr. Dion explained that the tasers carrying case style has changed so the department is in need of replacing them all and the cost of ammunition has gone up. Police Supplies is increased by \$250.00. Mr. Dion noted that this increase will be the result of hiring a new officer which the Department will be presenting to the Board this evening. Police Canine Supplies, Police Commission Expenses, Police Office Supplies, Police Advertising and Police Other Contingencies are all level funded. Police Cruisers is decreased by \$10,587.00. Mr. Dion explained that the Department is proposing only leasing one cruiser this year instead of two. Ms. Deeb indicated that the Department is trying to get a jump on replacing equipment this year without really increasing the budget. Mr. Sullivan expressed his concern that this will result in a compounded issue the following year and result in the need to lease three new cruisers instead of two. Ms. Deeb explained the department intentions to change the cruiser rotation to roll the Chief's cruiser into the rotation. Ms. Deeb also informed the Board that all the current cruisers have fairly low mileage; less than 55,000 miles and typical mileage per year is 25,000 miles. Mr. Dion stated that the Department and the Commission have discussed this and are comfortable with this approach but if the Board feels strongly the Commission can re-discuss it. Mr. Headd stated that he supports the Police position, he understand Mr. Sullivan's concern put if this approach has worked in the past it will likely again. Ms. Deeb noted that this approach was taken a few years ago and cruisers then had higher miles on them, 75,000 to 78,000. Mr. Eaton stated that he does not want to see the Department get behind the eight ball but he appreciates their efforts to maintain the budget. Police Motorcycle and Police Cruiser Maintenance are level funded. Police Cruiser Fuel is decreased by \$1,000.00. DWI & Sobriety Checkpoint Patrol and Selective Traffic Control are level funded. Police Witness Fees is reduced by \$2,000.00. Mr. Dion again noted that this is a result of the Police Prosecutor. PD OHRV is left open at \$1.00. Shift Differential and Merit Increase are contractual obligations as a result of the Police Union Contract.

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

Lieutenant Pelton summarized that the Police Department would like to hire a full time officer to start approximately June 2015. Lt. Pelton stated that this would result in an increase to the

2015 budget by approximately \$40,000.00 which they would reallocate from the Part time officer budget line for that year. Lt. Pelton along with the assistance of Detective Chip Chabot presented a proposal for increased patrol coverage. Lt. Pelton indicated that the last time the Department added an officer was in 2001, population increased by 472 between 2000 and 2013, property values increased by over 130 million dollars in the last 10 years. Lt. Pelton continued that calls for services have also gone up between 2000 and 2013 with a spike in burglaries since 2010. Lt. Pelton added that there has been a substantial increase in activity in the south end of town, both criminal and motor vehicle. The busiest times are weekdays 8 to 9 a.m. and 4 to 7 p.m. Lt. Pelton informed the Board that the Police Department has begun using directed patrols to target the problem areas and cut response time, this has been pretty effective. The Police Department is currently only able to provide one patrol officer on duty Monday through Friday; the motorcycle is available on some summer days and from 4 p.m. to 6 p.m. seven days a week. They are proposing to divide the town into two patrol sectors, North and South and assign a patrol officer to each sector 8 a.m. to 2 a.m. 7 days per week. Lt. Pelton explained that the lake can inhibit response time currently the sectors will improve response time as the officer will already be in the area and the officers will become more familiar with the area and there will be increased Police presence. Lt. Pelton continued that the hours required for two officer coverage is an additional 2808 hours, it is proposed to hire a full time 40 hour per week officer to which would cover 2080 of the necessary additional hours, the remaining 728 hours would be covered by part timers or shifting existing full time officers. Mr. Headd asked if the department would be eliminating part-time positions. Lt. Pelton answered that after speaking with the Police Commission it is the goal reduce part-timers only working one shift here and one shift there but the overall goal is into increase patrol hours. Mr. Vieira asked regarding grants. Lt. Pelton stated that the only grants are available currently is for bigger cities for gun violence, the Department did receive a grant in 2001 and that was how they were able to fund an added position back then. Mr. Headd stated that the proposal is well thought out. Mr. Sullivan agreed and noted they put together a good presentation. Lt. Pelton indicated that the Department wants the town on board, that's who we are working for. Mr. Herman informed the Board that there are two ways to move forward, budget accordingly or put forth as a warrant article. The Board was in favor of budgeting accordingly for an additional full time officer.

### Ambulance

Account Number	Account Description	Amount Proposed	Amount Approved
01-4215-3-390-1	Derry Ambulance Service	\$66,185.00	\$66,185.00

Mr. Herman indicated that this amount is per the 5 year contract the town has with Derry, of which is in year 3. Mr. Herman added that the cost will increase to approximately \$70,000 in 2016 and \$80,000 in 2017.

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

### **Old Business**

#### Septic System Repair / Safety Complex

The Board was provided a list of accounts and possible amounts to fund the \$4,399.25 expenditure to address the repairs to the septic system at the Safety Complex. Mr. Herman

indicated that these budget lines have a fair amount of funds remaining which will not likely be expended before the end of the year.

***Mr. Headd moved to use \$1,000.00 from Account # 01-4153-3-350-2 Labor Relations, \$1,000.00 from 01-4191-3-350-1 Planning Legal, \$500.00 from 01-4210-1-1-120-1 Police P/T Officers, \$500.00 from 01-4220-6-611-1 Fire Water Hydrants, \$399.25 from 01-4299-0-391-0 Town Details and \$1,000.00 from General Welfare to fund the \$4,399.25 that was paid to Kent Septic Services and Paradigm Plumbing for their services to repair the Safety Complex septic system; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

Mr. Headd informed the Board that the Parks and Recreation Commission discussed moving the World War I memorial from the Town Hall lawn across the street to the Bicentennial Park and they are in support. Mr. Headd indicated that due to the weight of the large stone this would likely be done with a crane and straps. Mr. Herman added that this would be necessary to keep heavy equipment off the lawn. Mr. Herman also noted that as proposed this would not occur until spring. Mr. Headd indicated that there would be more discussions about this between now and then.

## **Minutes**

### October 28<sup>th</sup>, 2014 Public Meeting

***Mr. Eaton moved to approve the minutes of the October 28<sup>th</sup>, 2014 public meeting; Mr. Herman seconded the motion; All were in favor, the motion passed unanimously.***

### October 28<sup>th</sup>, 2014 Non-Public Meeting

***Mr. Eaton moved to approve the minutes of the October 28<sup>th</sup>, 2014 Non-public meeting; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.***

### November 3<sup>rd</sup>, 2014 Public Meeting x2

***Mr. Eaton moved to approve the minutes of the November 3<sup>rd</sup>, 2014 public meeting x2; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.***

Mr. Santuccio asked if the Board had received an answer from town counsel regarding Attorney Staples roll. Mr. Herman reminded the Board that they were provided with a response from Jennifer St. Hilaire at Wadleigh, Starr & Peters who determined that Attorney Staples conducted a confidential personnel investigation on behalf of the town and additionally did not review sealed minutes so they remain exempt from disclosure per RSA 91:A.

## **Non-Public Session**

***Mr. Eaton moved to enter into non-public session pursuant to RSA 91-A 3, II (d) Consideration of acquisition sale or lease of real property & (a) and (b) Consideration of personnel matters; 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 Road Agent Dross, Town Administrator Herman and Secretary Skoglund

***Mr. Eaton moved to exit Non-Public Session; Mr. Headd seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mr. Sullivan – yes. The motion passed.***

***Mr. Eaton moved to seal the minutes of the non-public meeting; 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 8:52 p.m.***