

**Town of Auburn  
Board of Selectmen  
December 8, 2014**

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

**Also Present:** Chip Chabot, Police Sergeant; Paula Marzloff, Mike DiPietro, Mike & Linda Dross, John Rolfe, Michael Rolfe, Dennis & Pauline Vieira; Frances McFarland, Audrey Trickett, Greg Santuccio and Tom Gonyea, Residents; Ray Pelton, Police Lieutenant; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

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

**Approval of Payroll for Week of December 8<sup>th</sup>, 2014**

*Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$772,079.97 for the week of December 8<sup>th</sup>, 2014; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.*

**Consent Agenda – Week of December 8<sup>th</sup>, 2014**

NH Department of Revenue Administration

2014 Equalization Municipal Assessment Data Certificate

Payment in Lieu of Taxes

Manchester Water Works - \$257,500.00

Abatement

Richard & Jean Coakley, 26 Winchester Way (Tax Map #2, Lot #9-5)

Land Use Change Tax

Steven Padfield, Myles Drive (Tax Map #9, Lot #15-11)

Letter of Acceptance of Resignation

Charles Joy – Conservation Commission

Appointment of Oath of Office

Diana Heaton – Conservation Commission

Quitclaim Deed

305 Dearborn Road (Tax Map #11, Lot #7-2)

## Raffle Permit

Friends of the Griffin Free Public Library

## Pistol/Revolver License

Four (4)

***Mr. Headd moved to approve the Consent Agenda for the week of December 8<sup>th</sup>, 2014; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

## **FY 2015 Budget Presentations**

### Road Reconstruction

Account Number	Account Description	Amount Proposed	Amount Approved
01-4909-9-930-0	Road Reconstruction	\$800,000.00	\$800,000.00

The Selectmen indicated that based on the December 2<sup>nd</sup> workshop meeting a level budget amount is proposed. Mr. Sullivan noted that the Board would also encumber funds from this year for the Griffin Mill Bridge. Mr. Herman agreed; in the amount of roughly \$120,000.

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

## **Old Business**

### 305 Dearborn Road Property

Mr. Herman informed the Board that the closing for the 305 Dearborn Road property is scheduled for Friday morning.

***Mr. Headd moved to authorize Town Administrator, William Herman to sign the closing documents for the sale of 305 Dearborn Road on the town's behalf; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

### NHDOT / Route 121 Intersection

The Board reviewed a letter from NHDOT in response to the town's request to have a blinking light at the Route 121 intersection of Hooksett, Manchester and Raymond Roads. NHDOT prefers the construction of a small traffic island opposed to a light. Mr. Herman noted that this would be at the State's expense and could be done as early as next year. The Board agreed to invite NHDOT in too discuss the intersection. Mrs. Marzloff questioned if there is room for a traffic circle. Mr. Herman relayed from the letter that NHDOT has developed a plan for one as a result of past reviews of the intersection.

## **New Business**

## APD Dispatch Module

Sgt. Chabot informed the Board that the Police Department could like to purchase a dispatch module for IMC; the departments present records management system. Sgt. Chabot continued that the module will enable the department to keep better track of stats, classify calls better, keep track of Officers better and enable Officers to self dispatch. Mr. Eaton noted that the cost for the module is \$10,900 plus maintenance. Sgt. Chabot verified that the department currently pays annual maintenance fees for software to IMC in the amount of \$1,530 which comes out of the Police Computer budget line. Mr. Eaton relayed that there are funds available and it is proposed that this module be funded from the Captains salary budget line and the Police Training budget line. Mr. Headd stated that this is a useful idea. The other Board members agreed. Mrs. Marzloff asked if this would be funded out of the current budget. Sgt. Chabot stated yes. Mrs. Marzloff asked if this was budget for. Sgt. Chabot indicated no, the department was planning to budget for the module in the 2015 budget however excess funds are available this budget year so they are opting to utilize them.

***Mr. Headd moved to use funds from 01-4210-1-110-7 Police Captain salary and 01-4210-3-390-3 Police Training budget lines to purchase a dispatch module from TriTech Software Systems; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

## College for America

Mr. Herman relayed to the Board that College for America partners with employers and offers employees competency based college degree programs. Mr. Herman continued that there is no cost to the town to partner with CfA. Tuition for students is \$2,500 per year. Mr. Herman indicated that two employees are already interested and ready to enroll should the Board agree to partner. One employee is already enrolled through CfA partnership with the NH Fire Academy. Mr. Headd stated that he is all for employees advancing themselves. The other Board members agreed.

***Mr. Headd moved to enter into a partnership with College for America; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

## 2015 Paving Proposal

The Board reviewed pricing from Advanced Excavating and Paving. Road Agent Dross indicated that Advanced has continually held their prices. Mr. Eaton agreed that Advanced does a good job.

***Mr. Headd moved to accept the 2015 paving prices provided by Advanced Excavating and Paving; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

Mr. Dross informed the Board that Advanced estimated \$110,000 to shim Rockingham Road and \$48,000 on Eaton Hill Road Extension, there are a lot of catch basins near the school to fix but the town can do that so the \$48,000 cost will go down.

## Thanksgiving Storm Clean up

The Board reviewed a memo regarding the estimated costs for clean-up of limbs and debris as a result of the Thanksgiving weekend winter storm. Road Agent Dross estimates approximately a two week clean up effort at a cost of approximately \$35,000. Mr. Dross indicated that Accurate Tree is working now and they are anticipated to be in town for 3 or 3 days. Mr. Dross also informed the Board that a chipper has been rented to clean up as much as they can. It is recommended that storm clean up effort be funded from remaining funds from the Road Reconstruction budget.

***Mr. Headd moved to use funds from Road Reconstruction for the Thanksgiving winter storm clean up effort; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

Mr. Dross informed the Board that in an accident someone took out the guardrail on Raymond Road, the Board may want to find out whom and who their insurance company is as guardrails are expensive.

Mr. McFarland noted that Raymond Road has not yet been sanded and he has had to pull 3 cars out that have gone off the road. Mr. Dross indicated that with more winter weather forecasted for tomorrow the intent is to sand tomorrow.

#### Conservation Commission

The Board reviewed an email from Mr. Charles Joy resigning from the Conservation Commission. Jeff Porter has been elevated to Chairman and Conservation Commission recommends that the Board elevate Diana Heaton from an alternate to a full voting member.

***Mr. Eaton moved to accept the resignation of Charles Joy from the Conservation Commission; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.***

***Mr. Eaton moved to elevate Diana Heaton from an alternate to a full member of the Conservation Commission; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.***

#### Land Use Administrator

Mr. Herman commented that with the pending retirement of Dale Phillips the Board has had discussions regarding the combination of the Planning & Zoning Secretary and the Assessing Coordinator position into one position to be titled Land Use Administrator at Labor Grade 7. Denise Royce the current Planning & Zoning Secretary is willing and ready to take on the new position.

***Mr. Eaton moved to appoint Ms. Denise Royce as Land Use Administrator effective January 1<sup>st</sup>, 2015 at Labor Grade 7, Step 8; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.***

#### Warrant Article Proposal / Town of Webster

The Board reviewed an email request from a Webster Selectmen that the town of Auburn consider proposing the following Warrant Article to the voters in March.

“Resolved that the State of New Hampshire provide a comprehensive meaningful system of funding for State Education needs. To See if the Town will vote to ask our governor and our state legislators to reform state funding for education with that reform to be directed to significant reduction of property taxes. The record of the vote approving this article shall be transmitted by written notice from the Select Board to the governor and state legislators informing them of the instructions from their constituents within 30 days of the vote.”

The Board agreed that the proposed article seems to be a matter that the School Board should address.

## **Minutes**

December 1<sup>st</sup>, 2014

***Mr. Eaton moved to approve the minutes of the December 1<sup>st</sup>, 2014 public meeting; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.***

December 2<sup>nd</sup>, 2014

***Mr. Headd moved to approve the minutes of the December 2<sup>nd</sup>, 2014 Non- public meeting; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.***

## **Non-Public Session**

***Mr. Eaton moved to enter into non-public session pursuant to RSA 91-A 3, II (e) Consideration or negotiation of pending claims or litigation; Mr. Headd seconded the motion; 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

***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 Non-Public meeting minutes; 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 7:50 p.m.***