

**Town of Auburn
Board of Selectmen
July 6, 2015**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: Helen Hiltz, Paula Marzloff, Scott & Karen Norris, Armand Miclette, Dennis & Pauline Vieira, Mike Dross, Michael Rolfe, Audrey Trickett, Mike DiPietro, Greg Santuccio, Residents; Ray Pelton, Police Lieutenant; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

Mr. Headd called the meeting to order at 7:03 p.m. and asked everyone to stand for the Pledge of Allegiance.

Approval of Payroll for Week of June 29th, 2015

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$49,638.09 for the week of June 29th, 2015; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of July 6th, 2015

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$1,642,261.24 for the week of July 6th, 2015; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of July 6th, 2015

Check Register / Reduction in Surety

Chester Hill, LLC - \$86,410.10

Correspondence

Thank You to NHDOT for improvements to Route 121 Intersection

Agreement / Property Taxes

27 Buttonwood Drive (Tax Map #11, Lot #42-5)

Pistol / Revolver License

Five (5) Licenses

Mr. Eaton moved to approve the Consent Agenda for the week of July 6th, 2015; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Old Business

Master Plan Funding

Mr. Herman stated that in follow up to the Boards request for potential funding sources for the Master Plan he worked with department heads to come up with options. Mr. Herman suggested that the available \$14,000 in the Planning/Zoning Budget be used first and make up the difference from there with the other budget lines identified. Mr. Eaton asked if this would leave the Planning Board with no legal funds. Mr. Herman stated no, it would still leave \$16,000. Mr. Eaton agreed with Mr. Herman's suggestion to start with the Planning/Zoning Budget and suggested that the Board revisit the matter in the fall to determine where else to take funds from. Mr. Herman commented that it may be better for departments to know now rather than later if the funds are available to them or not. The Board discussed amounts to use from the available budget lines to fund the Master Plan update. Mr. Herman noted that the Fire Department and the Parks and Recreation have identified available amounts but not specific budget lines. Mr. Dross and the Board agreed that the cost of the road construction standards update should be funded out of the Road Reconstruction budget.

Mr. Eaton moved to expend the following amounts from the identified budget lines for the purpose of updating the Master Plan:

01-4191-3-350-1 P/Z Legal Expenditure - \$10,000

01-4191-3-390-2 P/Z Master Plan & Regulations - \$4,000

01-4442-0-002-1 General Welfare Assistance - \$1,000

Fire Department budget - \$1,000

01-4240-3-350-1 BI Legal Expenditure - \$500

01-4299-0-391-0 Town Details - \$500

01-4194-5-550-2 Municipal Property Mowing - \$1,000

Parks & Recreation budget - \$1,000

01-4909-9-930-0 Road Reconstruction - \$3,000;

Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Transfer Station Permits

Mr. Herman informed the Board that at the request of Waste Management to change and re-issue the Transfer Station Permits, the Town Clerk has received a quote of \$1,150 for a supply of 5,000 permits. Mr. Herman continued that Waste Management has agreed to reimburse the town for this expense and the Town Clerk's office and Waste Management will reissue the permit as people come in. Mr. Herman estimated this to occur around August 1st.

Cottage Avenue Update

Mr. Herman reminded the Board that the public hearing regarding the replacement of the water main on Cottage Avenue is scheduled for next Monday evening. Mr. Herman noted that Manchester Water Works and NHDOT have been very cooperative with the work that was recently done by the town.

Telephone Pole Assessment Update

Mr. Herman updated the Board that the oral arguments will be held August 13, 2015 and two decisions with regards to the electric poles were addressed last week in the favor of the communities. Mr. Herman went on to describe Fairpoint's depreciation argument. Mr. Headd followed up by noting that applying their argument results in less taxes each year for 25 years and then approximately 25 years with no taxes.

New Business

Raffle Permit – Duck Race

The Board signed a raffle permit for the sale of the 22nd Annual Duck Race event tickets for \$5.00 each between now and September 12th, the date of the event.

Raffle Permit – Skate Park Project

The Board signed a raffle permit for the sale of 50/50 raffle tickets to benefit the Auburn Skate Park at the Auburn Day event, prize will be half of the money

raised through ticket sales, tickets will be \$1.00 each or six for \$5.00 between now and September 12th, the date of the event.

Emergency Management Performance Grant

The Board reviewed the grant agreement. Mr. Headd noted that the Emergency Management Performance Grant (EMPG) application was submitted by Fire Chief Phillips. Mr. Herman added the grant awards the town 50% matching funds for 10 tablets and software for the Fire, Police and Town Hall.

Mrs. Phillips moved to accept the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$4033.00 for the purchase of approved tablets and software, and to acknowledge that the total cost of this project will be \$8,066.00, in which the town will be responsible for a 50% match (\$4,033.00); Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Library Parking Lot

Mr. Herman informed the Board that the Library Trustees are looking into adding a couple of parking spaces on their property, they met informally with the Planning Board. Mrs. Phillips verified that the Planning Board has given the trustees direction. Mr. Herman indicated that the work will be with in the shoreland buffer and will need a Shoreland Impact Permit which the Trustees are applying for with the help of Stantec Consulting. Mr. Herman noted that the goal is to complete this project this year.

Town Buildings Condition Assessment

Mr. Herman indicated that the Library Director has suggested that the Library Trustees consider having a facility condidtion assessment performed on the library building to better enable the Trustees and the Town to plan for future needed maintenance and improvements. Mr. Herman suggested that it might be wise for the town to undertake assessments on all of the Town buildings. Mr. Herman noted that we are more reactive than proactive with regards to building maintenance. Mr. Headd asked how much this would cost. Mr. Herman did not know, proposals should be sought but the Town of Plaistow paid \$5,400 for a 15000 sq. ft. building. Mr. Eaton was unsure about spending funds on a report that may just be filed away and stated that he thinks we do an ok job identifying maintenance item, such as the rear door of the Town Hall, the fence, etc. Mr.

Headd indicated that he was not too inclined to spend the money. Mrs. Phillips agreed, suggesting that everyone identify needs at their respective buildings.

Minutes

June 22nd, 2015 Public Meeting

Mr. Eaton moved to approve the minutes of the June 22nd, 2015 Public meeting as written; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

June 22nd, 2015 Non-Public Meeting (x2)

Mr. Eaton moved to approve the minutes of the June 22nd, 2015 Non-Public meetings; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Non-Public Session

Mr. Eaton moved to enter into non-public session at 7:33 p.m. pursuant to RSA 91-A 3, II (c) Review previously sealed meeting minutes; Mrs. Phillips seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mrs. Phillips – yes. The motion passed.

Meeting in Non-Public Session with the Selectmen was Town Administrator Herman and Secretary Lafond.

Mr. Eaton moved to exit non-public session at 7:50 p.m.; Mrs. Phillips seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mrs. Phillips – yes. The motion passed.

Mr. Eaton moved to unseal the minutes of the February 8th, 2010 Non-public meeting and the minutes of the February 22nd, 2010 Non-public meeting; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Mr. Eaton moved to adjourn; Mrs. Phillips seconded the motion; all were in favor, the public meeting ended at 7:52 p.m.