

**Town of Auburn
Board of Selectmen
December 7, 2015**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: Jeff Porter, Conservation Commission; Keith LeClair, Alan Villeneuve, Maureen Murgio, Anita Gildea, Auburn School Board, Dave Nye, Helen Hiltz, and Margie McEvoy, Recreation Commission; Mark Comeau and Keith McBey of Bonnette, Page & Stone; Doug Proctor, the H.L. Turner Group, Inc.; Mike & Linda Dross, Dennis & Pauline Vieira, Michael Rolfe, Bruce Rolfe, Audrey Trickett, Paula Marzloff, Susan Goodhue, Tom Gonyea, Scott & Karen Norris, Sue Jenkins, Joanne Linxweiler, Kathy Sylvia and Mike DiPietro, Residents; Ray Pelton, Police Lieutenant; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

Mr. Headd called the meeting to order at 7:00 p.m. and lead the audience in the Pledge of Allegiance.

Approval of Payroll for Week of November 30th, 2015

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$42,176.37 for the week of November 30th, 2015; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of December 7th, 2015

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$757,829.14 for the week of December 7th, 2015; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of November 23rd, 2015

Intent to Cut Wood or Timber

Robert & Sarah Barysanskas, Countryside Circle (Tax Map #5, Lot #9-5)

Correspondence

Town of Auburn Employees – Longevity Pay
Francis J. McFarland – Contaminated Soil
Report to Cottage Avenue Residents – Waterline & Betterment Assessment
Project

Pistol/Revolver License

Three (3)

Mr. Eaton moved to approve the Consent Agenda as presented; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Appointments with the Board

Jeff Porter, Conservation Commission – Conservation Easement

Mr. Porter informed the Board that the Conservation Commission has been working with the Southeast land Trust and the property owner of 468 Dearborn Road to secure a conservation easement on the property. Mr. Porter noted that the easement would preserve 60 acres of land and the cost from Conservation Fund would be \$240,000 with a matching grant from New Hampshire Department of Environmental Services. Mr. Porter stated that the Conservation Commission hopes that the Board of Selectmen will support this effort. Mrs. Phillips commented that it is great to conserve the land. Mr. Eaton agreed adding that this is a good property with a lot of uplands and good hunting. Mr. Headd stated that he would entertain a motion.

Mr. Eaton moved to accept the proposed executory interests of the conservation easement on approximately 60-acres of land located at 468 Dearborn Road (Tax Map #11, Lot #30), conditioned on Town Counsel's approval of the easement document. And, further, to authorize the Board of Selectmen Chairman and the Chairman of the Auburn Conservation Commission to sign all appropriate documents to complete this transaction; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Mr. DiPietro asked how much money was in the Conservation Funds. Mr. Herman indicated \$600,000.

Jeff Porter, Conservation Commission – Budget Presentation

Conservation Administration

Account Number	Account Description	Proposed Amount	Approved Amount
01-4611-3-390-0	Conservation Professional Services	\$500.00	\$500.00
01-4611-3-390-2	Conservation Maps & Supplies	\$350.00	\$350.00
01-4611-6-645-1	Conservation Education	\$500.00	\$500.00
01-4611-6-645-2	Conservation Dues & Memberships	\$600.00	\$600.00
01-4611-6-660-1	Conservation Natural Resource Inventory	\$1.00	\$1.00

Mr. Porter indicated that the proposed Conservation budget is level-funded from the prior year.

Mrs. Phillips moved to approve the Conservation Administration budget lines as presented; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Parks & Recreation Commission – FY2016 Budget Adjustment

Mr. Nye explained that after the recent discussions with the Board, the Commission is proposing an increase of \$18,700 to Recreation General Maintenance to include \$1,000 for fence toppers, \$3,700 for Circle of Fun Playground and to expand fertilization and sprinkler system at the Wayne Eddows fields for \$14,000. Mr. Nye continued that the Commission would also propose a reduction of \$10,700 to Recreation Improvements and would support the Board of Selectmen's decision to move the proposed \$41,500 from the Recreation budget to a capital expenditure budget line. Mr. Eaton commented that the \$14,000 in Recreation General Maintenance does not include the sprinkler system as the town has not yet received a quote for the sprinkler system. Mr. Eaton suggested that \$7,000 be budgeted for the walkway from the parking area to the Wayne Eddows fields. Mr. Eaton noted that the proposed improvements provided by the Recreation Commission totals \$36,000 without the dugouts or irrigation, he would support the proposed \$41,500 to irrigation and asked if the dugouts could wait another year to be done. Mr. Nye stated perhaps and noted that also not included in the budget is the donations of materials and time that the Commission receives to complete projects.

Mrs. Phillips moved to approve 01-4520-5-550-0 Recreation General Maintenance as presented in the amount of \$21,500; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Mrs. Phillips moved to approve transferring \$41,500 from 01-4520-9-940-1 Recreation Improvements to a capital expenditure budget line; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Keith LeClair, Auburn School Board – School Building Project

Mr. LeClair informed the Board that the School Board Master Plan Committee over the last 18 months has come with a plan for an expansion and renovation to the Auburn Village School which is need based, not want based. Mr. LeClair summarized that the planned expansion would allow for the removal of the portables and move the students into one building, the renovations would address safety, a new gym would allow for the entire student body to have assembly, the current gym would become the new cafeteria reducing the 3 hour window of lunches that is necessary at this time and the new plan address parking and traffic flow. Mr. LeClair stated that Turner Group and BPS meet with the School Board earlier this evening and the estimated cost to complete the plan is \$25 million dollars, cost saving measures and the possibility of phasing the project will be discussed.

Mr. Proctor walked those present through the proposed design, showing the existing school and the proposed addition; the oldest part of the current school would be removed to address parking and bus and parent drop off/pick up, parking would increase by 25 spaces. Mr. Proctor noted that school needs to remain in operation while under construction so it is proposed that the addition be built first, then remove the oldest part of the school and the final phase of construction would be the new gym in the rear. Mr. Proctor presented a proposed floor plan which showed a new entrance and more security features throughout the school. Mr. Proctor noted that special services are a need to the school so some areas would be renovated for this purpose and additional classrooms to accommodate the removed area of the current school and the portables total 15 classrooms. Mr. Proctor reiterated that there will be a stage in the new gym and the cafeteria will be moved to the old gym to expand food services. Mr. Proctor added that the plan also includes a full renovation of the electrical, mechanical, fresh air systems, fire codes, and window replacement throughout. Mr. Proctor displayed new façade options.

Mr. Headd asked if this would be a 3 year project. Mr. Proctor stated that it is approximately 24 months of construction, the parking lot is proposed to be done first when school is not in session.

Mr. Dross asked regarding the brook near the school. Mr. Proctor explained that the brook presented some limitations but they kept a 75 foot buffer and took it into consideration with the design.

Mr. Eaton asked about phasing the plan. Mr. LeClair noted that the cost of construction is likely to go up and there will likely be added costs to bond one amount and then re-bond, in the long run it would cost more to phase the project. Mr. Dross asked if the school was at capacity right now. Mr. LeClair stated no but with the town growing and the potential mandate for full day kindergarten the student population will grow. Mr. LeClair verified that of the 15 new classrooms 6 will be occupied by the students in the portables and other areas to be renovated, leaving 9 new classrooms for growth.

Town population and student population was briefly discussed. Mr. Herman asked how many students the proposed school expansion and renovation would support. Mr. Proctor stated 600 to 700 with some flexibility.

Mr. Headd asked what the cost of a new school on the land that the school owns would cost. Mr. LeClair stated that option was looked at as well and it would cost approximately 9 to 10 million dollars more to build a new school, there is a lot of site work that would need to be done. Mr. LeClair added that they talked about building just a middle school on that property but then you have two schools to maintain plus staff and there is a need to improve the existing school.

Mr. Headd asked what the projected bond would be. Mr. LeClair stated 20 years. Mr. Headd asked what effect that would have on the tax rate. Mr. LeClair indicated that a \$25 million, 20 year bond would result in \$3.13 on the tax rate in the first year and then decrease each year after that. Mr. Herman noted that Municipal Bond Bank will go up to 30 years. Mr. LeClair stated that the School Board would look into that and noted that they went into this plan with a 50 year mind set. Mr. Eaton noted that there has been no major improvements to the school since 1985.

The town's growth and the number of proposed classrooms was discussed. Mr. LeClair commented that the school population does not quite grow like the town does. Mr. Vieira asked how many of the new classrooms were dedicated to special needs. Mr. LeClair stated none, however there are existing spaces that are planned to be reconfigured to accommodate the needs of the students. Mr. Eaton asked if there was room to build on down the road. Mr. Proctor stated that the town could probably add on perhaps another 8 classes in a two story addition but that would reduce/eliminate a lot of the property.

Mr. Vieira asked if the proposed addition was brick and mortar. Mr. Proctor stated yes, all non-combustible materials.

Mr. Villeneuve stated that the School Board would appreciate any funding strategies the town can offer. Mrs. Phillips suggested that the School Board look into the 30 year bond and noted that the proposed plan seems to make sense. Mr. Eaton encouraged the School Board with BPS to look into any cost saving measures.

New Business

FY2016 Budget Presentations

Health, Dental & Disability

Account Number	Account Description	Proposed Amount	Approved Amount
01-4155-2-214-1	Life Insurance (All Departments)	\$1,688.00	\$1,688.00

Mr. Herman indicated that this is a new budget line replacing the Merit Increase line which was in the amount of \$1,000.

Mrs. Phillips moved to approve the Life Insurance budget line as presented; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Francis McFarland & Stantec Consulting – Raymond Road Contaminated Soil

Mr. Herman noted that the Board sought to identify the width and location of the right of way as well as the road within the right of way. Mr. Tatem informed the Board that Duval Survey did as such and determined that the road is a 4 rod road with a 66 foot right of way not 50 foot and the gravel roadway is in the middle of the right of way. Mr. Tatem continued that grade stakes were placed and from what he understands were removed, pictures were taken for reference but the stakes can be replaced if the Board would like. Mr. Tatem provided packets of information to the Board and noted pictures showing excavation of 663 Raymond Road. Mr. Tatem also provided the Board with a full scale plot plan of the road and right of way. Mrs. Phillips commented that the recent soil testing identified contamination that did not quite meet NHDES's threshold for remediation. Mrs. Phillips indicated that now that the roadway and right of way has been determined she would like additional testing done further into the right of way. Mr. Tatem noted that with the recent excavation of the property he is not sure if contaminated areas were removed. Mrs. Phillips stated that she would also like to know where the excavated materials went, were they disposed of properly. Mr. Tatem stated that the area in the right of way is still the property owners land and suggested that the town may want to seek legal advice to determine if material removed from the right of way belongs to the town or property owner. Mr. Headd suggested that the Board invite NHDES in to speak with the Board about the matter. Mr. Dross commented that he understood that if the contaminated materials were removed that they needed to be disposed of properly, if the town is going to improve the road tax payers funds should not have to pay for the remediation. Mr. Eaton asked if the materials were to remain in place and the

road was paved over would that be ok. Mr. Tatem stated yes. Mr. Eaton stated that he agrees with further testing in the right of way and meeting with NHDES. Mr. Dross commented that it is already know that there is contamination in the right of way. Mr. Eaton commented that if the area needs to be cleaned up the person responsible for the contamination will be responsible for the remediation. Mr. Rolfe asked if there was going to be a police investigation. Mr. Vieira indicated that the town has set a precedence with the former landfill property matter. The Board reiterated that they would authorize further testing into the town's right of way and schedule a meeting with NHDES. Mr. Vieira described an incident involving NHDES and indicated he does not have a lot of faith in them. Mrs. Phillips assured that this matter will get resolved.

Mr. Eaton noted that there is a gentleman that changes his oil and brakes at the old firehouse on Raymond Road and suggested that this stop. The Board was in agreement.

New Business

NHDOT Bridge Inspections

The Board reviewed the interim bridge inspection of town bridges, no postings were required for any of them.

Eversource Abatement Appeal

Mr. Herman informed the Board that like Fairpoint, Eversource has filed tax abatement appeals at the Board of Land and Tax Appeals. Mitchell Municipal Group is willing to undertake the legal representation of the town of Auburn as with the Fairpoint matter.

Mrs. Phillips moved to authorize Town Administrator, William Herman to sign the Fee Agreement with Mitchell Municipal Group, P.A. for representation in the Eversource tax abatement appeal; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Orchard St. Street Lighting

The Board was informed of residents disagreeing opinions of a street light on Orchard Street. The Board agreed that they did not want to get involved.

Old Business

Bunker Hill Road Paving Quotation

The Board reviewed a quote from Advanced Excavating & Paving for shim and overlay of Bunker Hill Road in the amount of \$118,346.16. The Board agreed to encumber funds from the 2015 Road Reconstruction budget to fund this.

Mr. Eaton moved to accept the estimate dated December 1, 2015 in the amount of \$118,346.16 from Advanced Excavating & Paving for shim and overlay of Bunker Hill Road; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

FY2016 Paving Prices

The Board reviewed proposed 2016 pricing from Advanced Excavating & Paving dated December 1st, 2016. Mr. Dross noted that Mr. Gelinas has held the same prices for the last 3 years. Mr. Eaton commented that Advanced Excavating and Paving does a good job. Mr. Dross agreed.

Mr. Eaton moved to accept the 2016 paving prices as proposed in the December 1st, 2015 letter from Advanced Excavating & Paving; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Town Hall Parking Lot Lights

Mr. Herman explained that this matter was discussed at the November 30th Board meeting and is back before the Board at the request of Selectmen Eaton. Mr. Eaton indicated that he is concerned that the Board has not followed the town's Purchasing Policy and believes that the Board should rescind their action taken on November 30th and bid the project out. Mr. Herman noted that he asked Gemini Electric for a quote. Mr. Headd commented that he made his decision on November 30th based on the emergency situation of safety and noted that a decision cannot wait until the next Board meeting. Mr. Vieira noted that before the Board rescinds their motion they may want to speak with Mr. Shaw of Auburn Electric to see if he has moved forward with the work that the Board directed him to do on November 30th.

Grant Program – Bike Path

Mr. Herman noted that at the direction of the Board he has following up on the grant program for a potential bike path that was discussed in 2014, at this point there has been no announcement for 2016 Transportation Alternatives Program grant funding.

Other Business

The Board reviewed and recommended the following proposed Warrant Articles.

To See if the Town will vote to approve the cost items related to the first year of a three-year collective bargaining agreement which resulted from negotiations between the Auburn Board of Selectmen, the Auburn Police Commission and the Auburn Police Union, Local 216 and which represents an estimated increase of \$12,418 over FY 2015 salaries, fringe benefits and other cost items at the current staffing level for the ensuing year; and further to raise and appropriate the sum of Twelve thousand four hundred eighteen dollars (\$12,418), to fund those cost items for FY 2016. Cost items for FY 2017 and FY 2018 will be presented to the voters for their approval in March 2017 and March 2018 in accordance with the terms of the collective bargaining agreement.

To see if the Town will vote to raise and appropriate the sum of Thirty-four thousand six hundred and seventy-five dollars (\$34,675) to implement a mosquito control program to include the integration of various methods of reducing mosquito vector species of West Nile Virus and Eastern Equine Encephalitis.

To see if the Town will vote to authorize the Board of Selectmen to offer for sale, negotiate a price and close the sale of the property at 50 Raymond Road (Tax Map #26, Lot # 13) that included approximately 0.7920-acres and the building that was the former fire and police station.

To see if the Town will vote to establish a Cemetery Maintenance Expendable Trust Fund pursuant to the provisions of RSA 31:19-a, for the maintenance and upkeep of town cemeteries; and to raise and appropriate \$4,000.00 to put in the fund, with this amount to come from the unexpended fund balance as of December 31, 2015; to further dedicated the proceeds from all future sales of cemetery plots to this fund; and to designate the Board of Selectmen as agents to expend from this fund.

To See if the Town will vote to establish an Accrued Benefits Expendable Trust Fund pursuant to the provisions of RSA 31:19-a, for the Town's liability for payment of accrued benefits; to raise and appropriate the sum of Fifty thousand dollars (\$50,000) to put in the fund, with this amount to come from the unreserved fund balance (surplus) as of December 31, 2015 with no additional amount to be raised by taxation in 2016; and to designate the Board of Selectmen as agents to expend from this fund.

To see if the Town will vote to raise and appropriate the sum of Thirty-thousand dollars (\$30,000) to be placed into the Town Buildings Rehabilitation Capital

Reserve Fund previously established. This sum to come from the unreserved fund balance (surplus) as of December 31, 2015 with no additional amount to be raised by taxation in 2016.

To see if the Town will vote to amend the March 1984 vote to establish a five (5) member Parks and Recreation Commission appointed by the Board of Selectmen, including a Selectmen as an ex-officio member, pursuant to the provisions of RSA 35-B in order to expand the size of the Commission to seven (7) members appointed by the Board of Selectmen including a Selectmen as an ex-officio member.

Mr. Eaton asked about the new Fire Department Command Vehicle. Mrs. Phillips believed the vehicle to be fully functional and in service. Mr. Eaton suggested that the vehicle be kept at the Safety complex, not the Pingree Hill Station noting that in an emergency time is of the essence. Mr. Herman noted that the Board could invite the Fire Chief in to discuss the matter with him. Mr. Vieira suggested that the Board not micro manage the officials such as the Fire Chief, Police Chief and Road Agent.

Mrs. Phillips noted that the Auburn Historical Association has put together a lovely hard covered book of pictures of barns in Auburn.

Minutes

November 23rd, 2015 Public Meeting

Mrs. Phillips moved to approve the minutes of the November 23rd, 2015 Public meeting as written; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

November 23rd, 2015 Non-Public Meeting

Mrs. Phillips moved to approve the minutes of the November 23rd, 2015 Non-Public meeting as written; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Mrs. Phillips moved to adjourn; Mr. Eaton seconded the motion; all were in favor, the public meeting ended at 8:55 p.m.