

**Town of Auburn
Board of Selectmen
December 21, 2015**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: John Rolfe, Mike & Linda Dross, Dennis Vieira, Michael Rolfe, Paula Marzloff, Tom Gonyea, Scott Norris, Residents; Kevin Cashman, Police Officer; 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 December 16th, 2015

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$41,808.50 for the week of December 16th, 2015; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of December 21st, 2015

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$103,905.37 for the week of December 21st, 2015; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of November 23rd, 2015

Abatement Application

Mulvaney Family Revocable Trust, 38 Westford Drive (Tax Map #2, Lot #3-47) – Approved – Assessment reduction of \$11,900

Notice of Property Lien

543 Bunker Hill Road (Tax Map #25, Lot #34) - \$347.39

Abatement Refund

Campground Site – 593 Chester Road (Tax Map #5, Lot #65-Red-19) – Vacant as of April 1, 2015 - \$15.00

Supplemental Payroll Manifest

December 16, 2015 - \$1,065.53

Pistol/Revolver License

Fourteen (14)

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

New Business

Highway Safety Grant

Mr. Herman explained to the Board that the application process for Highway Safety Grants has changed and now requires the approval and signature of the full Board of Selectmen. Mr. Herman stated that the Auburn Police Department has an application pending for DWI Patrols. Mrs. Phillips noted that every year the Auburn Police Department budgets for applying and receiving grant funds for such patrols.

Mrs. Phillips moved to apply for, accept and expend funding in the amount of \$6,600.45 from a New Hampshire Highway Safety Agency Grant for DWI Patrols to be conducted between October 1, 2015 and September 30, 2016; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Safety Complex Boiler Repair

Mr. Herman explained that as a result of a quarterly maintenance inspection of the Safety Complex heating system it was discovered that one of the boilers has a plate inside that is cracked and is dislodged, the boiler is operational but should be repaired. Mr. Herman continued that both boilers at the Complex need combustion air actuators and new fire boxes. Mr. Herman stated AAA Energy

Service Co. provided a quote in the amount of \$4,671.84 but there are no funds in the current budget and no funds have been budgeted for 2016 for this purpose. Mrs. Phillips stated that the repairs and maintenance needs to happen. Mr. Eaton agreed that it should happen sooner than later. Mr. Headd agreed.

Mr. Eaton moved to accept the repair quote from AAA Energy Service Co. and authorize to expend the funds from the Town Building fund; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

FY2016 Budget Status

The Board reviewed a comparison between the Selectmen approved budget and the Budget Committee approved budget. Mr. Herman noted that the largest difference is due to the Budget Committee not recommending the mosquito control warrant article. Mrs. Phillips noted that the Budget Committee does not recommend that warrant article every year. Mr. Herman explained that the other difference were with the Fire and Police Department heating lines and the Parks and Recreation Commission Family Events line for the total difference of \$41,200 between the Board of Selectmen approved budget and the Budget Committee approved budget.

Road Acceptances

Ms. Lafond informed the Board that the Planning Board has recommended that the Board of Selectmen accept Steam Mill Road, Wellsley Circle and Tanglewood Drive. Mr. Headd commented that the Board would be in violation of the town's own policy to accept a road after November 1st or before May 1st. Mr. Eaton noted that the Board of Selectmen accepted Hawthorne Drive after November 1st and believes that the Board of Selectmen should look into amending the policy to allow the Board leeway. Mr. Headd was agreeable with looking into the policy language. Mrs. Phillips agreed noting that "shall" and "may" have a different meaning. Mrs. Phillips added that Stantec and the Road Agent walked the roads and found the roads acceptable. Mr. Dross agreed and added that the town currently maintains Steam Mill Road in the winter anyway. Mr. Dross commented that the Board of Selectmen accepted Dartmouth Drive one winter without input from him and the road ended up with a sink hole, he thinks that the Board of Selectmen should determine a cut of date for accepting roads and stick to it. Mr. Rolfe noted that there were problems with Hawthorne

Drive after the town accepted it too. The Board agreed that they would be a little tougher upholding policy from now on.

Mr. Headd moved to deny accepting Steam Mill Road, Wellsley Circle and Tanglewood Drive at this time; Mrs. Phillips seconded the motion; Mr. Headd asked if any were opposed, Mr. Eaton stated "No." The motion passed.

Old Business

Mr. Rolfe asked what the Boards decision was regarding the parking lot lights at the Town Hall. Mrs. Phillips indicated that Mr. Glenn Shaw was the low bid. Mr. Herman noted that Gemini quoted \$16,400. Mr. Rolfe noted that was much higher than Mr. Shaw's quote. Mr. Eaton commented that the quoted work was not apples to apples and he would like to see a bid package put together next time for larger repair or maintenance items.

Minutes

November 30th, 2015 Public Meeting

Mrs. Phillips moved to approve the minutes of the November 30th, 2015 Public meeting as written; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

December 7th, 2015 Public Meeting

Mrs. Phillips moved to approve the minutes of the December 7th, 2015 Public meeting as written; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

December 10th, 2015 Public Meeting

Mrs. Phillips moved to approve the minutes of the December 10th, 2015 Public meeting as written; Mr. Eaton 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 (c) Reputation of any person other than a member of the public body at 7:20 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.

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

Mrs. Jenkins exited the meeting.

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

Mrs. Phillips moved to exit non-public session at 8:00 p.m.; Mr. Eaton 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 seal the minutes of the non-public session; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Mr. Eaton moved to award a merit increase to the Executive Assistant from a Labor Grade 7, Step 9 to Labor Grade 7, Step 10 effective December 27th, 2015 and to encumber \$1,000 from the FY2015 Merit Increase budget line 01-4155-2-290-1 to FY2016 for this purpose; Mrs. Phillips seconded the motion; all 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 8:06 p.m.