

**Town of Auburn
Board of Selectmen
March 21, 2016**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: David Nye, Parks and Recreation Commission; Dan Tatem, Stantec Consulting, Inc.; Francis McFarland, Todd Bedard, John & Mary Ann Rolfe, Linda Dross, Dennis & Pauline Vieira, Michael Rolfe, Paula Marzloff, Russell Sullivan, Scott Norris, Mike DiPietro and Tom Gonyea, Residents; 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.

New Business

Wayne Eddows Field Parking Lot Project

Mr. Nye explained that the Parks and Recreation Commission received the Board of Selectmen and Planning Board approval for the phase I infrastructure and described the work completed to date. Mr. Nye continued that he is now looking for an electrical permit to complete the underground work so then he can subgrade the auxiliary parking lot. Mr. Eaton asked if this would accomplish phase I. Mr. Nye stated yes, he indicated that the Parks and Recreation Commission is trying to complete the work sooner than later as parking is no longer allowed on the street so the need for the auxiliary parking lot is great with the spring and summer events going on at the fields. Mr. Headd confirmed that the Parks and Recreation Commission had gone before the Planning Board for their input. Mr. Nye verified that they presented their plan to the Planning Board in May 2015. Mr. Eaton referenced the motion made by the Planning Board. Mr. Nye indicated that he had misinterpreted the motion. Mr. Phillips indicated that the Planning Board had ok'd the particular portion of work referenced in the Planning Board minutes but the Parks and Recreation Commission was asked to come back to do anything further. Mr. Eaton referenced the RSA exempting governmental used of property from Planning Board approval but noted that he prefers the Board act with professional courtesy. Mr. Eaton suggested that the Parks and Recreation Commission move forward with the completion of phase 1 but seek the Planning Board and Conservation Commission input for anything

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further. Phase II, the walkway between the parking lots and Phase III, the additional field proposal were briefly brought up. Mr. Eaton noted that the property was left to the town and he would like to see it used to its potential but would appreciate if the Parks and Recreation Commission see the opinion of the Conservation Commission and Planning Board. Mr. Tatem suggested that the Board of Selectmen draft a letter of their approvals to the Planning Board so that there is no confusion, providing the Planning Board with advance notice of what may be coming forward in the future may be helpful as well. The Board agreed that they are authorizing the Parks and Recreation Commission to move forward with the electrical lights and bases and grading and graveling the auxiliary parking lot.

Francis McFarland & Stantec Consulting – Cleanup of 663 Raymond Road

Mr. Tatem stated that this matter is back before the Board tonight at the request of the Board and summarized Stantec's work to date. Mr. Tatem continued that the Board had discussed two different approaches to cleaning up the area. One being to contract with a local excavator for a day and work with the property owner to transport the contaminated materials to an appropriate disposal site, this would keep the cost owed by the property owner to the town down. The other option is that the town complete the work and bill the property owner. Mr. McFarland stated that he has an excavator and he can complete the work and Stantec will be onsite monitoring the work. Mr. Eaton indicated that he is ok with Mr. McFarland completing the work with Stantec onsite. Mrs. Phillips stated that she would like to stick with the original plan to contract with an independent excavator. Mr. Tatem indicated that Stantec will be onsite to monitor the work either way. Mr. Headd agreed that the property owner could complete the excavating and trucking of the material under the monitoring of Stantec Consulting. Mr. McFarland stated that he would propose the work be conducted in June when there is no rain, he will contract Stantec Consulting to schedule a date. The Board had previously determined that the work shall be complete by August 1st. Mr. Eaton stated that he would like the town to verify in June that the project has been scheduled. Mr. Tatem state that Stantec will revise the estimate to reflect the Boards decision tonight to allow the property owner to perform the excavation. Mr. Rolfe asked if the property owner was going to be arrested for knowingly contaminating public property. Mr. Headd indicated that the Board has discussed the contamination matter with town counsel and that is the only comment the Board will make at this time.

Approval of Accounts Payable for Week of March 14th, 2016

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$152,094.24 for the week of March 14th, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Payroll for Week of March 21st, 2016

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$43,343.77 for the week of March 21st, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of February 29th, 2016

Correspondence

Recognition of Town Clerk Joanne Linxweiler
Designation of Auburn Municipal Agent by NH Division of Motor Vehicles

Property Tax Refund due to Abatement

Otto & Lisa Kinzel, 381 Chester Road (Tax Map #8, Lot #1-1) – \$303.19

Pistol/Revolver License

Four (4)

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 (cont.)

Election of Board Chair and Vice Chair

Mrs. Phillips suggested the Board positions remain status quo. The other Board members were in agreement.

Mr. Eaton moved to appoint Mr. James Headd as Chairman of the Board of Selectmen and Mr. Richard Eaton as Vice Chairman of the Board of

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

The Board agreed that Mr. Headd would remain ex-officio member of the Budget Committee and Parks and Recreation Commission, Mr. Eaton would remain ex-officio member of the Highway Safety Committee and Mrs. Phillips would remain ex-officio member of the Planning Board.

Mrs. Phillips moved to appoint the Board of Selectmen's ex-officio members as discussed. Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Board and Committee Appointments

Mr. Herman and Ms. Lafond indicated that they had heard from all of the incumbents who would like to be reappointed to the positions for another term.

Mrs. Phillips moved to reappoint:

Margaret Donovan and Alan Villeneuve as members of the Conservation Commission, terms to expire March 2019,

Diana Heaton and Richard Burnham as alternate members of the Conservation Commission, terms to expire March 2019,

Dan Carpenter, Michael DiPietro and Eva Komaridis as members of the Highway Safety Committee, terms to expire March 2017,

Sharon Bluhm and Joseph Forest as alternate Library Trustees, terms to expire March 2017,

Alex Eisman as member of the Parks and Recreation Commission, term to expire March 2019,

Patrick Kelly as member of the Parks and Recreation Commission, term to expire March 2017,

Zachary Eaton as member of the Parks and Recreation Commission, term to expire March 2018,

Mark Wright and Jeffrey Benson as members of the Zoning Board of Adjustments, terms to expire March 2019,

And Robert Beaurivage and Margaret Neveu as alternate members of the Zoning Board of Adjustments, terms to expire March 2019;

Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Correspondence from Town Clerk

Mr. Headd read a letter of resignation from the Town Clerk, Joanne Linxweiler for the record.

Mrs. Phillips moved to accept with regret Mrs. Joanne Linxweiler's resignation from the position of Town Clerk; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Mosquito Control Program Contracts

Mr. Herman indicated that the voters approved Warrant Article #4 appropriating \$34,675 for a mosquito control program. The vendors the town has used in the past has provided contracts for this year's program.

Mr. Eaton moved to accept the proposed contract with Municipal Pest Management Services, Inc. for \$6,740 and Swamp, Inc. for \$27,935 for the larval mosquito control program, administration and monitoring for 2016, and to authorize the Town Administrator to sign the contracts on behalf of the Town; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Sale of the Former Fire Station

Mr. Herman stated that the votes approved Warrant Article #9 authorizing the Board of Selectmen to offer for sale, negotiate a price and close the sale of the former fire and police station at 50 Raymond Road. Mr. Herman indicated that he is now looking for direction from the Board regarding how they would like to proceed. Mrs. Phillips indicated that the town should find out the market value of the property. Mr. Eaton suggested that the town speak with the Building Inspector regarding what can and cannot be done with the property due to the setbacks and septic so that they can disclose that information to potential buyers. Mr. Nye stated that multiple entities use the building for storage and asked where all of this would go. Mr. Eaton noted that the Board had previously suggested that the department heads look into other storage options, adding that perhaps the current building should be knocked down and a small storage building be built. Mrs. Phillips indicated that the current building is costly when it comes to heat, electric and maintenance due to vandalism. Mrs. Phillips agreed that the Board should look at what can be done before putting up for sale. Mr. Headd agreed.

Duck Race Raffle Permit

The Board reviewed a request from the Auburn Historical Association for permission to sell tickets for the 24th Annual Duck Race Event scheduled for September 17th, 2016 for \$5.00 each.

Mrs. Phillips moved to issue a Raffle Permit as requested for the annual Duck Race event; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Signing of the Auburn Police Collective Bargaining Agreement

The Board was provided two original copies for their signatures. The Police Commissioners and union representatives were not present, their signatures would be obtained at a later time. The Board signed the agreement.

Other Business

Mr. Herman indicated that the town is in receipt of a letter from a resident regarding a recent controlled burn of a field. The letter has been provided to Acting Fire Chief Edward Gannon. Chief Gannon was aware of the matter and has addressed it.

Mr. Herman informed the Board that the Dufresne Conservation Easement was closed on today.

Minutes

March 21, 2016 Public Meeting

Mrs. Phillips moved to approve the minutes of the March 21st, 2016 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 (a) Compensation of Public Employee(s) & (c) Reputation of any person other than a member of the public body; Mrs. Phillips seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes, Mr. Eaton – yes. The motion passed.

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

Mr. Nye exited the meeting.

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

Mrs. Phillips moved to seal the minutes of the non-public sessions; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Mr. Eaton moved to hire Ms. Margie McEvoy as Parks and Recreation Facilities Manager Assistant, Labor Grade 5, Step 7; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Mrs. Phillips moved to award a Step Increase from Labor Grade 3, Step 2 to Labor Grade 3, Step 3 to Ms. Patricia Rousseau based on a positive employee evaluation; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Mr. Headd moved to adjourn; Mrs. Phillips seconded the motion; all were in favor, the public meeting ended at 8:29 p.m.