

**Town of Auburn
BUDGET COMMITTEE
Auburn Town Hall
December 2, 2021
7:00 PM**

Approval of Meeting Minutes

- Meeting of November 18, 2021
- Meeting of November 23, 2021

Budget Presentations:

- | | |
|---|---------|
| ▪ Executive Department (Bill Herman) | 7:05 PM |
| ▪ Financial Administration - Audit (Patricia Rousseau) | 7:10 PM |
| ▪ Financial Administration - Assessing (Bill Herman) | 7:15 PM |
| ▪ Legal Expense (Bill Herman) | 7:20 PM |
| ▪ Personnel Administration - Insurances (Patricia Rousseau) | 7:25 PM |
| ▪ Personnel Administration – Longevity Pay (Bill Herman) | 7:35 PM |
| ▪ Insurance (Bill Herman & Patricia Rousseau) | 7:40 PM |
| ▪ Other Public Safety – Details (Bill Herman) | 7:50 PM |
| ▪ Health Agencies (Bill Herman & Patricia Rousseau) | 7:55 PM |
| ▪ Intergovernmental Welfare (Bill Herman & Patricia Rousseau) | 8:00 PM |
| ▪ Fire Department – Call Fire – Stipends (Bill Herman) | 8:05 PM |
| ▪ Library Staffing (Kathryn Gowney) | 8:15 PM |
| ▪ Funding for Water Resources Study (Bill Herman) | 8:25 PM |

Warrant Articles:

- Article #4 - Fleet & Equipment Maintenance Expendable Trust Fund
- Article #5 - Accrued Benefits Liability Fund
- Article #6 - Cemetery Maintenance Fund
- Article #7 – Land Use Change Tax Proceeds

Other Business:

Next Meeting: Thursday, January 13, 2022 7:00 PM – Public Hearing on FY 2022 Town Budget and 2022/2023 Auburn School District Budget

Adjourn:

Note: "Any person with a disability who wishes to attend this public meeting and needs to be provided a reasonable accommodation in order to participate, please call the Town Hall (603) 483-5052, or contact the Committee Secretary so that arrangements can be made."

**Auburn Budget Committee Meeting
November 18, 2021
Town Hall
Minutes
7:00 PM**

Members Present: Peter Miles, Chairman, David Wesche, Vice-Chairman, Dan Carpenter, Kevin Downing, Paula Marzloff, Joanne Linxweiler, School Board Representative Janice Baker and Selectman Representative Keith Leclair

Others Present: Tax Collector Susan Jenkins, Road Agent Mike Dross, Parks & Recreation Coordinator Amy Lachance, Parks & Recreation Commissioners Zach Eaton, Margie McEvoy and Pat Kelly, Building Inspector Carrie Rouleau-Cote, Land Use Administrator Denise Royce, Town Administrator William Herman, Finance Director Patricia Rousseau, and Nancy Hoijer, Recording Secretary

Chairman Miles called the meeting to order at 7:02 PM.

Approval of Meeting Minutes

Meeting of November 4, 2021

Mr. Wesche motioned to approve the November 4, 2021 meeting minutes. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Budget Presentations:

Mr. Herman provided the Committee with a running total of the FY'21 and FY'22 budget comparison.

Highway Department

Road Agent Mike Dross presented the proposed FY 2022 budget for the Highway Department in the amount of \$1,101,100.

Mr. Dross noted the first line Highway Shimming 3-385-1 was reduced by \$50,000. Highway Road Striping was increased by four percent due to the cost of paint. A lot of paving was done this year so the Cold Patch line 3-385-7 was reduced by 50%. Winter salt increased \$20/ton and Line 3-386-4 was increased 29% as 3,000 ton would cost approximately \$200,000.

Mr. Wesche motioned to approve Line 3-385-1 Shimming of the Highways & Roads FY 2022 budget in the amount of \$180,000. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Linxweiller motioned to approve Line 3-385-2/Spring/Summer Storms of the Highways & Roads FY 2022 budget in the amount of \$8,500. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Wesche motioned to approve Line 3-385-3 Summer Contractor of the Highways & Roads FY 2022 budget in the amount of \$200,000. Mrs. Baker seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Linxweiller motioned to approve Line 3-385-4 Road Striping of the Highways & Roads FY 2022 budget in the amount of \$25,000. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Wesche motioned to approve Line 3-385-5 Tree/Brush Cutting of the Highways & Roads FY 2022 budget in the amount of \$42,000. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Wesche motioned to approve Line 3-385-7 Cold Patch of the Highways & Roads FY 2022 budget in the amount of \$5,000. Mrs. Linxweiller seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Baker motioned to approve Line 3-385-8 Summer Gravel/Bankrun of the Highways & Roads FY 2022 budget in the amount of \$1,500. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Linxweiller motioned to approve Line 3-385-9 Summer Misc. Supplies of the Highways & Roads FY 2022 budget in the amount of \$1,600. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Wesche motioned to approve Line 3-386-3 Winter Subcontractor of the Highways & Roads FY 2022 budget in the amount of \$382,000. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Linxweiller motioned to approve Line 3-386-4 Winter Salt of the Highways & Roads FY 2022 budget in the amount of \$220,000. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Baker motioned to approve Line 3-386-5 Winter Sand of the Highways & Roads FY 2022 budget in the amount of \$5,000. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Wesche motioned to approve Line 3-386-6 Winter Repairs of the Highways & Roads FY 2022 budget in the amount of \$7,000. Mrs. Linxweiller seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Downing motioned to approve Line 3-387-2 Bridge & Culvert of the Highways & Roads FY 2022 budget in the amount of \$5,000. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Baker motioned to approve Line 3-387-4 Guardrails, Gates, Etc. of the Highways & Roads FY 2022 budget in the amount of \$1,000. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Linxweiler motioned to approve Line 3-388-1 Signs & Safety Equipment of the Highways & Roads FY 2022 budget in the amount of \$2,500. Mrs. Baker seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Wesche motioned to approve Line 3-390-1 Catch Basin Maintenance of the Highways & Roads FY 2022 budget in the amount of \$5,000. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Downing motioned to approve Line 3-390-2 Storm Water Maintenance of the Highways & Roads FY 2022 budget in the amount of \$10,000. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Road Reconstruction

Mr. Dross presented the proposed FY 2022 Road Reconstruction budget in the amount of \$600,000 which is level funded from last year. Mr. Dross noted next year the Department will work on Squirrel Drive and sections of Dearborn Road or Depot Road. He noted \$300,000 of Road Reconstruction funds was used for additional paving, shim and overlay this year with the approval of the Selectmen. Mr. Leclair added that paving at the Pingree Fire Station came out of this budget this year.

Mr. Wesche motioned to approve the FY 2022 Road Reconstruction budget in the amount of \$600,000. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Parks & Recreation

Parks & Recreation Director Amy Lachance presented the proposed FY 2022 Parks & Recreation budget in the amount of \$79,322.

Mrs. Lachance noted fees for Senior Trips will be increased from \$15 to \$20 next year. Trips were held in October and December because spring could not be done this year.

Mrs. Baker motioned to approve Line 0-001-1 Senior Trips in the amount of \$7,000. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Line 0-001-2 Family Events was increased 37% over last year due to the fact deposits had been paid in 2020 and Old Home Day cancelled so the second half was able to be used in 2021.

Mrs. Marzloff motioned to approve Line 0-001-2 Family Events in the amount of \$13,000. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Line 0-001-4 Ski Program was reduced from \$5,600 to \$1.00 due to the unavailability of buses for the Ski Program.

Mr. Wesche motioned to approve Line 0-001-4 Ski Program in the amount of \$1.00. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Line 0-001-6 was budgeted at \$150 to allow for 2-3 people to receive community service awards.

Mr. Wesche motioned to approve Line 0-001-6 Community Service Award in the amount of \$150. Mrs. Baker seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Linxweiler motioned to approve Line 0-001-7 Soccer Program in the amount of \$1,900. Mrs. Baker seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Senior Dinners was level funded although last year was downscaled. The January dinner was done on a "to-go" basis and she hopes this January that dinner will be brought back.

Mr. Carpenter motioned to approve Line 0-001-8 Senior Dinners in the amount of \$1,800. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Line 2-250-1 Fuel & Maintenance was level funded and she noted the old police car is working well as the Parks & Recreation work vehicle.

Mr. Downing motioned to approve Line 2-250-1 Fuel and Maintenance in the amount of \$4,200. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mrs. Baker motioned to approve Line 3-360-1 Playground & Parks in the amount of \$3,000. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Wesche motioned to approve Line 5-550-0 General Maintenance in the amount of \$13,800. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Line 5-550-4 Ice Rink was funded at \$500 due to the maintenance cost of the new portable ice rink being unknown.

Mrs. Baker motioned to approve Line 5-550-4 Ice Rink in the amount of \$500. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Trash removal Line 5-560-1 was lowered to \$1.00 as no new receptacles will be purchased next year.

Mr. Wesche motioned to approve Line 5-560-1 Trash Removal in the amount of \$1.00. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Wesche motioned to approve Line 5-560-2 Chemical Toilets in the amount of \$6,520. Mrs. Baker seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Office Supplies was increased to \$4,950 so that an online registration program could be purchased. The second year will cost \$2,850. Mr. Leclair noted program fees can be raised \$5-\$10 to pay for the program. Credit card users would pay a fee and those writing a check can still be entered manually. The program would also send confirmations and generate reports.

Mr. Leclair motioned to approve Line 6-670-0 Office Supplies in the amount of \$4,950. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Severance School is still under negotiations with Manchester Water Works and will not be ready to move in until mid-year. The online registration program will reserve spots, and everyone would contribute a small fee. Insurance would be covered for liability with Primex.

Mrs. Lachance noted the storage building has been completed and items that were stored all over Town have been retrieved and stored properly.

Building Inspector Rouleau-Cote asked about plowing and Mr. Leclair noted the Highway Department would plow.

Mrs. Baker motioned to approve Line 9-940-1 Improvements Severance School in the amount of \$22,000. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Recreation Improvements

Parks & Recreation Director Amy Lachance presented the proposed FY 2022 budget for Recreation Improvements in the amount of \$35,720. The proposed amount was reduced at the recommendation of the Board of Selectmen to use the second half of the cost of the Softball Lights to be paid by tax dollars already raised in the fund balance. Mr. Eaton noted in the past

the contractor has provided donation toward labor costs. Soccer benches would be replaced as well as the frog spring toy at Circle of Fun.

Mr. Wesche asked how much additional use the softball lights would allow, and Mr. Leclair noted tournament activity would increase by two games at the back end on Friday, Saturdays and Sundays. The proposal is in the Capital Improvement Plan and was presented three years ago when soccer and baseball were done, and this would provide for girls' softball since the boys' teams got lights on their fields last year.

Mrs. Baker motioned to approve the FY 2022 Recreation Improvements budget in the amount of \$35,720. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Wages & Salaries

Mr. Leclair noted the Joint Personnel Board met and unanimously approved the COLA increase which is made up of the CPI & Social Security Increase, resulting in a proposed COLA increase of 5.25%. The step increases of 2% was also approved by the Joint Personnel Board by a split vote. He noted there was no COLA increase last year, which he said he learned had been a sore point with many employees. In 2021 there was a step increase and in 2020 there was a significant bonus paid to first responders through federal money but none for other employees who worked through Covid. The Town found funds for a smaller bonus for other employees in 2020.

Mr. Herman provided a spreadsheet showing the increases proposed. He noted the Default 2022 column is the starting point of current wages. A COLA only is the next column. Step only is two columns over. The combined increase for COLA and Step is the next to last column. In responding to a question from Mrs. Baker, Mr. Herman noted the difference in first year and second year is noted because if a COLA is granted, the increase would begin on April 1st and only cover nine months of the next fiscal year. And for Step increases, they are issued on the anniversary date of an employee's hire which are spread throughout the year. He also noted Step increases are issued only based on a satisfactory job performance. So, the second year is added to show what the impact for the full 12-month increase would be.

Mr. Miles noted he was not sure COLA was the best way for the Town to proceed as it only served as a pay raise. He recommended the COLA be based on the average salary instead of across the board. He felt 5.25% for a COLA increase is considerable with a 2% step increase.

Mr. Herman noted there is senior work force in Auburn and some employees are at the top of their scale and not eligible for step increases, but the Town can provide a \$500 bonus instead.

Building Inspector Carrie Rouleau-Cote asked when the last wage study was done, and Mr. Herman noted it was in 2011 although some positions newly hired have been researched more recently.

Mrs. Baker noted the resulting increase based on all the variables the second year is in the 3% range. Mr. Herman noted one employee who was at the top of her pay scale had retired this

year and there is a difference in Parks & Recreation. Mrs. Baker noted those salary reductions are baked in. The net effect of COLA would be 4.4%.

Mrs. Baker and Mrs. Linxweiler were in support of both. Mr. Downing noted the Town needs to be competitive. Mr. Wesche agreed that treating employees well is key to retention and supports both the COLA and step this year.

Mrs. Linxweiler motioned to accept the COLA & step increase. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Auburn Police Union – Collective Bargaining Agreement

Mr. Herman noted the Agreement is for five years and the cost impact for the first year is \$53,022.06. This would be on the Warrant Article for year one. The result for the Police Union is a new wage scale separate from Town employees with the first of five years the most expensive. There would be one additional holiday, the day after Thanksgiving. Their COLA increase would be 1.5% and step would be 3%. Mr. Leclair noted comparisons were done with neighboring Towns. Mr. Leclair noted the Department is a good department and job retention is good.

Mr. Wesche motioned to recommend the FY 2022 Collective Bargaining Proposal. Mrs. Baker seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

**Next Meetings: Tuesday, November 23rd at 7:00 PM – 6:00 PM (AVS – Media Center)
 Thursday, December 2nd at 7:00 PM**

Adjourn

Mrs. Marzloff moved to adjourn the meeting at 8:20 PM, seconded by Mr. Wesche. A vote was taken; all were in agreement, the motion carried unanimously. The meeting adjourned at 8:20 PM.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary

Auburn Budget Committee Meeting
November 23, 2021
Auburn Village School
Media Center
Minutes
6:00 PM

Members Present: Peter Miles, Chairman, David Wesche, Vice-Chairman, Dan Carpenter, Paula Marzloff, Joanne Linxweiler, School Board Representative Janice Baker and Selectman Representative Keith Leclair

Others Present: Superintendent of Schools William J. Rearick, Assistant Superintendent Marge Polak, Business Administrator Amy Ransom, Principal Lori Collins, Director of Student Services Deena Jensen, School Board Chair Alan Villeneuve, Adrian Newton, and Nancy Hoijer, Recording Secretary

Chairman Miles called the meeting to order at 6:00 PM.

Budget Presentation:

Superintendent Rearick and Business Administrator Amy Ransom presented the proposed FY 2022/2023 Auburn Village School budget.

Superintendent Rearick described some of the drivers of the proposed budget including COVID-19, transportation of students, difficulty finding substitutes and paraprofessionals and the need to fill learning gaps.

Principal Collins detailed some of the needs for additional furniture, online registration software, the new reading program, as well as math and science programs

Superintendent Rearick noted there would be one student graduating out of SPED services, no longer needed, resulting in a net reduction of \$17,370.

Principal Collins noted three teachers would be retiring and the plan to hire a half position world language teacher. She noted the three second grades would transition to three third grade classrooms next year and the four first grade classrooms would become three second grade classrooms. She expects full day Kindergarten enrollment, which is up, will be a draw for the Town of Auburn and Superintendent Rearick noted he believes that enrollment will remain stable.

Superintendent Rearick indicated enrollment was at 628 students as of October 1st with 606 students enrolled last year. As of today's date enrollment is projected to be 634 students. High school enrollment is expected to decrease by 2% (six to nine students). There are 242 high school students this year and next year it is projected to be 233 students. Mr. Villeneuve noted they are seeing more alternate education students with Charter and Montessori schools.

Mr. Leclair asked about the ½ FTE foreign language position. Mr. Villeneuve explained the plan to offer language to the sixth graders which will benefit the availability for the seventh and eighth graders to be offered French or Spanish. It will fulfill the requirement for 7th and 8th grade instruction and as a bonus benefit the sixth grade. Principal Collins noted the cost is estimated to be \$28,000 seen across multiple lines. Without the addition of the ½ FTE language teacher the classes would have to be offered to the 7th and 8th grade students by a lottery system next year. The current language teacher is certified for French, but not for Spanish although doing an excellent job teaching six classes, four in 7th and two in 8th. Mrs. Baker noted this requirement, the state policy for certification, is something they have been discussing with the Department of Education.

Mr. Leclair asked how many students are taking language. Principal Collins noted there are three sections of Spanish and one of French this year in 7th Grade. It is estimated there will be 22 sixth graders for Spanish next year. There are 56 eighth graders and 16 not electing language who are going to SPED reading support or opting out to teacher study.

Mr. Wesche asked the number of students left behind if the position were not added and Principal Collins noted there are 73 sixth graders of which 63 students will want to enroll. Three sections of 21 kids would be needed for Spanish and 42 of them would have to take French or not enroll in language. Mr. Leclair noted it is really not leaving any student behind just giving them less of a choice. Principal Collins noted enrollment is currently a two-year commitment. Mr. Villeneuve noted with three sections, 63 students combined 7th/8th Spanish could not be offered in 7th Grade next year as the teacher could only teach six classes maximum. Mrs. Linxweiler opined it was beneficial not to have the lottery system she experienced in the early days of Pinkerton Academy pitting parents and students.

Mr. Leclair asked how easy it would be to hire a half time position and if they expected that position would become full-time in a year or so. Mr. Villeneuve agreed it has been difficult with Covid and bus drivers. Mr. Leclair asked about the health insurance offering for paraprofessionals and whether an increase in salary would be preferred to benefits some may already have through a spouse or partner. Deena Jensen noted interviewing six to eight people were lost because the position had no benefits. All positions are 32.5 hours. All districts are having trouble finding staff. Hourly wage starts at \$12 and is competitive. Surrounding towns are offering the benefit. Mr. Villeneuve agreed local people are looking for the benefit over the salary. Superintendent Rearick noted three bus drivers left for less money to have health insurance. They were paid between \$18 and \$20 per hour. Mrs. Linxweiler asked if there were a buyout if insurance wasn't wanted and he noted there was not.

The Committee reviewed Line 1100 Regular Education.

Mrs. Linxweiler motioned to approve \$4,765,653.32 for Line 1100. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 1105 Regular Education High School Tuition which included a \$14,238 reduction in SPED. The line is \$3,381,930.

Mr. Leclair motioned to approve \$3,381,930 for Line 1105. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 1200 SPED with the reduction of \$31,609. The line is \$2,482,299.81.

Mr. Leclair questioned whether the 2% increase for administrative staff was sufficient considering they have gone above and beyond. Mr. Villeneuve noted that could be addressed at the end of the year in May through the fund. Everyone in the building got a bonus last year.

Mr. Wesche motioned to approve Line 1200 in the amount of \$2,482,299.81 for SPED. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 1230 Extended School Year (ESY)

Mr. Leclair motioned to approve Line 1230 for \$55,527.38. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 1260 ELL.

Mr. Wesche motioned to approve Line 1260 for \$13,838.74. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 1270 Advanced Learner Tuition Public proposed for \$19,364.28. Principal Collins noted the 3.8% increase is an estimate as they have not been given the final numbers. The line was cut last year due to remote learning. Mr. Leclair asked if there would likely be 10 students this year and Principal Collins noted there may be closer to five.

Mr. Leclair motioned to approve \$12,000 for Line 1270. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 1410 Cocurricular. Mr. Leclair questioned the stipend for sports and Principal Collins noted there were two NFHS advisors splitting the additional stipend for volleyball.

Mr. Leclair motioned to approve Line 1410 for \$26,831.29. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 1420 Athletics. Mr. Leclair asked if the softball and baseball fields would be ready for the spring and if the gator was purchased and line painting was budgeted. Mr. Villeneuve noted the fields will be ready, the gator has been ordered. Mrs. Baker noted the final walk through is scheduled for the baseball field. Drainage and fencing have been fixed. There is no discussion to install dugouts.

Mrs. Linxweiler motioned to approve Line 1420 for \$39,003.88. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 1430 Summer School.

Mrs. Marzloff motioned to approve Line 1420 for \$9,850.25. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2120 Guidance. Mr. Leclair asked if there would be two full-time guidance counselors, and the answer provided was yes.

Mr. Wesche motioned to approve Line 2120 for \$200,896.14. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2130 Nurse.

Mr. Wesche motioned to approve Line 2130 for \$118,286.37. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2140 Psych.

Mrs. Marzloff motioned to approve \$69,664.27. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2150 Speech Services. Mrs. Marzloff asked the number of staff and Mrs. Jensen noted there were two full-time speech pathologists, and they are required to pay for out of district, charter or pre-school.

Mr. Carpenter motioned to approve Line 2150 for \$238,651.87. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2160 Therapy Services proposed at \$154,101.26.

Mrs. Linxweiler motioned to approve Line 2160 for \$154,101.26. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2190 Other Support Services. Principal Collins detailed the addition of the second Assistant Principal position and how that addition is helping to support middle school discipline issues, learning gaps and strategies and allows the principal to focus more on curriculum and Covid contact tracing issues.

Mrs. Linxweiler motioned to approve Line 2190 for \$1,800. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2210 Staff Development.

Mr. Leclair motioned to approve the line as presented at \$6,665.84. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2220 Media.

Mr. Leclair motioned to approve Line 2220 for \$176,808.80. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2310 School Board Services.

Mrs. Marzloff motioned to approve Line 2310 for \$46,885.58. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2320 SAU Services.

SAU Services which has an eight percent increase due to election changes in health insurance. The Joint Board approve the \$20,000 fund for bonuses at the end of the year. The Joint Board proposed a 4% increase for support staff (with Administration at 2%).

Mrs. Linxweiler motioned to approve Line 2320 for \$382,812. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2410 Principal Services.

Mr. Leclair motioned to approve Line 2410 for \$609,829.69. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2600 Maintenance. Mr. Leclair asked if the \$191,000 in improvements were in the CIP and Superintendent Rearick noted they were. Mr. Leclair asked if all three were scheduled for this year. Principal Collins noted the goal was to have the same area done, the windows and baseboard heating which is why they elected to move them up together.

Mr. Wesche motioned to approve Line 2600 for \$872,605.29. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 2700 Transportation. Mrs. Baker noted the bus contract ends in 2023 and will go out to bid in spring or summer for the 2023/2024 budget. Mrs. Baker noted the Board would like to see more balance in the contract and noted difficulties obtaining drivers for after school sports activities, cross country, baseball and basketball games.

Mr. Carpenter asked why half of the buses couldn't be removed as a lot of them are empty. Mrs. Baker noted there is an imbalance in routes, some buses are packed, and others are not and there would be difficulty getting students to school on time.

Mr. Wesche motioned to approve Line 2700 for \$845,858.64. Mrs. Linxweiler seconded the motion. A vote was taken, Mr. Carpenter voted nay, Mr. Miles voted aye, Mrs. Marzloff voted aye, Mr. Wesche voted aye, Mrs. Linxweiler voted aye, Mrs. Baker voted aye and Mr. Leclair voted aye. The motion passed 6-1-0.

The Committee reviewed Line 2840 Information Technology. Superintendent Rearick detailed the spam and phishing protections, and Principal Collins detailed the teacher supervision with computer use in class and Chromebook alerts.

Mr. Leclair motioned to approve Line 2840 for \$224,333.81. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 5110 Principal of Debt.

Mr. Leclair motioned to approve Line 5110 Principal of Debt for \$705,000. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The Committee reviewed Line 5120 Debt Interest.

Mr. Leclair motioned to approve Line 5120 Debt Interest for \$469,085. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Business Administrator Ransom noted the new bottom line was \$16,385,584 after reductions.

Superintendent Rearick and School Board Chair Villeneuve thanked the Committee. Mrs. Baker reviewed drivers and goals for the next budget cycle.

Next Meeting: Thursday, December 2, 2021 at 7:00 PM

Adjourn

Mrs. Marzloff moved to adjourn the meeting at 7:53 PM, seconded by Mr. Wesche. A vote was taken; all were in agreement, the motion carried unanimously. The meeting adjourned at 7:53 PM.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary

BUDGET COMPARISON -- FY '21 and FY '22 RUNNING TOTAL

Department	2021 Budget	2022 BOS Proposed	2022 Bud Com	Difference
Executive	288,556	290,487	280,637	
Election & Registration	89,088	105,761	105,761	16,673
Financial Administration	105,971	112,018	69,518	
Legal Expense	30,000	28,000		
Personnel Administration	486,721	535,735	98,839	
Planning & Zoning	44,151	35,151	35,151	(9,000)
General Government Buildings	132,009	131,939	131,939	(70)
Cemeteries	34,186	39,374	39,374	5,188
Insurance	128,261	147,159		
Regional Associations	9,473	9,929	9,929	456
Other General Government	113,271	123,303	123,303	10,032
Police	1,339,121	1,423,773	1,423,773	84,652
Ambulance	89,463	93,509	93,509	4,046
Fire	505,667	629,485	627,135	
Building Inspection	73,254	79,152	79,152	5,898
Emergency Management	1,004	504	504	(500)
Other Public Safety (Details)	500	500		
Highways & Streets	1,106,387	1,103,511	1,103,511	(2,876)
Street Lighting	7,000	6,000	6,000	(1,000)
Solid Waste	20,151	22,251	22,251	2,100
Health Officer	2,628	2,758	2,758	130
Animal Control	22,412	25,999	23,609	1,197
Health Agencies	5,875	5,875		
Public Assistance	15,500	15,500	15,500	0
Intergovernmental Welfare	4,471	4,471		
Parks & Recreation	131,870	138,657	138,657	6,787
Library	215,309	214,811	214,811	(498)
Patriotic Purposes	6,500	6,500	6,500	0
Conservation Commission	6,149	6,184	6,184	35
Debt Service	3	3	3	0
<u>Capital Outlay</u>				
Fire Truck	120,908	48,213	48,213	(72,695)
Road Reconstruction	600,000	600,000	600,000	0
Fire Station #2 Repairs	13,000	0.00	0.00	(13,000)
Recreation Improvements	0.00	35,720	35,720	35,720
TOTAL	\$5,748,859	\$5,986,512	\$5,306,521	\$73,275
Special Warrant Articles				
Collective Bargaining Agreement	6,939	53,022	53,022	46,083
Library / Community Center Project	0.00	20,000	20,000	20,000
Recreation Storage Building	81,800	0.00	0.00	(81,800)
Building Rehabilitation CRF	25,000	0.00	0.00	(25,000)
Fleet Maintenance ETF	25,000	25,000.00		
Property Rehabilitation ETF	25,000	0.00	0.00	(25,000)
Accrued Benefits Liability Fund:	10,000	25,000.00		
Roads Emergency Repair ETF	100,000	0.00	0.00	(100,000)
Cemetery Maintenance Fund	0.00	5,000.00		
GRAND TOTAL	\$6,022,598	\$6,109,534	\$5,379,543	(\$92,442)

2022 PROPOSED EXECUTIVE DEPARTMENT TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS Budget	Budget/Comm
		2018	2019	2020	2021	2021	Request	21/22	Approved	Approved
							2022		2022	2022
		As of December	As of December	As of December	As of December	As of December				
General Fund										
Executive Department										
1 01-4130-2-250-1	Selectmen Expenses	3,750.00	3,750.00	3,750.00	3,750.00	2,812.50	3,750.00		3,750.00	
Narrative for Column # 6										
NO CHANGE										
2 01-4130-6-620-1	Town Report	1,451.27	2,000.00	1,419.76	1,500.00	1,335.77	1,500.00		1,500.00	
Narrative for Column # 6										
NO CHANGE										
3 01-4130-6-660-2	Voter Guide	3,902.60	4,275.00	4,497.49	4,900.00	4,116.90	4,600.00	-6%	4,600.00	
Narrative for Column # 6										
DELIBERATIVE SESSION MAILER (PRINTING & POSTAGE) \$1,700										
VOTER GUIDE FOR MARCH BALLOTING (PRINTING & POSTAGE) \$2,900										
Executive Department Total		9,103.87	10,025.00	9,667.25	10,150.00	8,265.17	9,850.00	-3%	9,850.00	0.00
Grand Total:		9,103.87	10,025.00	9,667.25	10,150.00	8,265.17	9,850.00	-3%	9,850.00	0.00

2022 PROPOSED FINANCIAL ADMINISTRATION

TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2018	2019	2020	2021	2021	Request	21/22	Approved	Approved
						2022		2022	2022
	As of December	As of December	As of December	As of December	As of December				
General Fund									
Financial Administration									
1 01-4150-3-310-1 Audit	11,950.00	12,000.00	12,250.00	13,500.00	12,007.22	13,500.00		13,500.00	0.00
Narrative for Column # 6									
NO CHANGE									
Financial Administration Total	11,950.00	12,000.00	12,250.00	13,500.00	12,007.22	13,500.00	0%	13,500.00	0.00
Grand Total:	11,950.00	12,000.00	12,250.00	13,500.00	12,007.22	13,500.00	0%	13,500.00	0.00

2022 PROPOSED FINANCIAL ADMINISTRATION

TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2018	2019	2020	2021	2021	Request	21/22	Approved	Approved
						2022		2022	2022
	As of December	As of December	As of December	As of December	As of December				
General Fund									
Financial Administration									
1 01-4150-3-330-2 Annual Assessing Update	88,459.25	37,596.20	30,358.00	28,000.00	20,917.50	29,000.00	4%	29,000.00	0.00
Narrative for Column # 6									
UP \$1,000									
Financial Administration Total	88,459.25	37,596.20	30,358.00	28,000.00	20,917.50	29,000.00	4%	29,000.00	0.00
Grand Total:	88,459.25	37,596.20	30,358.00	28,000.00	20,917.50	29,000.00	4%	29,000.00	0.00

2022 PROPOSED LEGAL EXPENDITURES

TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2018	2019	2020	2021	2021	Request	21/22	Approved	Approved
							2022		2022	2022
		As of December	As of December	As of December	As of December	As of December				
General Fund										
Legal Expenditures										
1 01-4153-3-350-1	Legal Expenditures	22,269.16	28,994.14	18,942.68	25,000.00	10,532.00	23,000.00	-8%	23,000.00	_____
	Narrative for Column # 6									
	DOWN \$2,000									
2 01-4153-3-350-2	Labor Relations	8,001.72	1,866.25	2,054.05	5,000.00	8,059.20	5,000.00		5,000.00	_____
	Narrative for Column # 6									
	NO CHANGE									
Legal Expenditures Total		30,270.88	30,860.39	20,996.73	30,000.00	18,591.20	28,000.00	-7%	28,000.00	0.00
Grand Total:		30,270.88	30,860.39	20,996.73	30,000.00	18,591.20	28,000.00	-7%	28,000.00	0.00

2022 PROPOSED HEALTH DENTAL & DISABILITY

TOWN OF AUBURN

		1 Expended 2018 As of December	2 Expended 2019 As of December	3 Expended 2020 As of December	4 Budgeted 2021 As of December	5 Expended YTD 2021 As of December	6 Dept/Comm Request 2022	7 % Chg 21/22	8 BOS Approved 2022	9 Budget Comm Approved 2022
General Fund										
Personnel Administration										
Group Insurance - Health										
1	01-4155-2-210-1	Health Insurance (All Departments)	278,592.82	275,103.15	314,595.86	356,967.00	311,394.07	396,361.19	11%	396,361.19
	Narrative for Column # 6									
	2022 UPDATED NUMBERS 6.2% INCREASE									
Group Insurance - Dental										
2	01-4155-2-211-1	Dental Insurance (All Departments)	15,914.27	17,119.23	18,953.39	15,992.00	15,795.44	17,082.99	7%	17,082.99
	Narrative for Column # 6									
	2022 UPDATED NUMBER 1.5% INCREASE									
Group Insurance - Disability										
3	01-4155-2-213-1	Disability Insurance (All Departments)	7,348.06	6,692.68	7,522.08	8,679.00	7,492.81	9,558.36	10%	9,558.36
	Narrative for Column # 6									
	2022 UPDTED NUMBERS .7% INCREASE									
Group Insurance - Other										
4	01-4155-2-214-1	Life Insurance (All Departments)	2,329.34	3,323.32	2,567.50	2,394.00	2,137.50	2,394.00		2,394.00
	Narrative for Column # 6									
	NO CHANGE									
Personnel Administration Total		304,184.49	302,238.38	343,638.83	384,032.00	336,819.82	425,396.54	11%	425,396.54	0.00
Grand Total:		304,184.49	302,238.38	343,638.83	384,032.00	336,819.82	425,396.54	11%	425,396.54	0.00

Run: 11/29/21
8:51AM

2022 PROPOSED PERSONNEL ADMINISTRATION TOWN OF AUBURN

Page: 1
Bill
ReportBudgetSF

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2018	2019	2020	2021	2021	Request	21/22	Approved	Approved
						2022		2022	2022
	As of December	As of December	As of December	As of December	As of December				
<hr/>									
General Fund									
Personnel Administration									
1 01-4155-2-290-0 Longevity Pay	9,850.00	9,300.00	10,800.00	11,350.00	0.00	11,500.00	1%	11,500.00	
Narrative for Column # 6									
11 @ \$150 = \$1,650 5-9 YRS OF SERVICE									
6 @ \$300 = \$1,800 10-14 YRS OF SERVICE									
5 @ \$450 = \$2,250 15-19 YRS OF SERVICE									
3 @ \$600 = \$1,800 20-24 YRS OF SERVICE									
4 @ \$1,000 = \$4,000 25+ YRS OF SERVICE									
Grand Total:	9,850.00	9,300.00	10,800.00	11,350.00	0.00	11,500.00	1%	11,500.00	0.00

2022 PROPOSED INSURANCE

TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2018	2019	2020	2021	2021	Request	21/22	Approved	Approved
						2022		2022	2022
	As of December	As of December	As of December	As of December	As of December				
General Fund									
Insurance									
1 01-4196-6-695-1 Municipal Property Liability	70,714.00	68,597.15	73,025.00	77,986.00	63,325.54	92,522.00	19%	92,522.00	
Narrative for Column # 6									
2022 UPDATED NUMBER									
2 01-4196-6-695-2 Unemployment Compensation	1,191.00	1,191.00	926.00	926.00	926.00	1,038.00	12%	1,038.00	
Narrative for Column # 6									
2022 UPDATED NUMBER									
3 01-4196-6-695-3 Workers' Compensation	40,160.00	25,443.61	40,644.17	46,349.00	39,332.81	50,599.00	9%	50,599.00	
Narrative for Column # 6									
2022 FINAL NUMBERS									
4 01-4196-6-695-4 Insurance Retention (Claims)	2,326.49	620.00	1,600.40	3,000.00	2,730.32	3,000.00		3,000.00	
Insurance Total	114,391.49	95,851.76	116,195.57	128,261.00	106,314.67	147,159.00	15%	147,159.00	0.00
Grand Total:	114,391.49	95,851.76	116,195.57	128,261.00	106,314.67	147,159.00	15%	147,159.00	0.00

2022 OTHER PUBLIC SAFETY

TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2018	2019	2020	2021	2021	Requested	21/22	Approved	Approved
						2022		2022	2022
	As of December	As of December	As of December	As of December	As of December				
General Fund									
Other Public Safety									
01-4299-0-391-0 Town Details	244.54	500.00	693.12	500.00	1,245.70	500.00		500.00	
Narrative for Column # 6									
NO CHANGE									
Other Public Safety Total	244.54	500.00	693.12	500.00	1,245.70	500.00	0%	500.00	0.00
Grand Total:	244.54	500.00	693.12	500.00	1,245.70	500.00	0%	500.00	0.00

2022 PROPOSED HEALTH AGENCIES & HOSPITALS

TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2018	2019	2020	2021	2021	Request	21/22	Approved	Approved
							2022		2022	2022
		As of December	As of December	As of December	As of December	As of December				
Health Agencies & Hospitals										
1	01-4415-3-370-1	Visiting Nurse	0.00	2,500.00	2,500.00	2,500.00	2,500.00		2,500.00	_____
	Narrative for Column # 6									
	NO CHANGE									
2	01-4415-3-370-2	CASA	0.00	0.00	0.00	500.00	500.00		500.00	_____
	Narrative for Column # 6									
	NO CHANGE									
3	01-4415-3-370-4	Child and Family Services	500.00	500.00	0.00	0.00	0.00		0.00	_____
4	01-4415-3-370-5	Home Health & Hospice Care	1,000.00	1,000.00	0.00	1,000.00	1,000.00		1,000.00	_____
	Narrative for Column # 6									
	NO CHANGE									
5	01-4415-3-370-6	Lamprey Health Care	500.00	500.00	500.00	0.00	0.00		0.00	_____
6	01-4415-3-390-1	Social Services-Meals on Wheels	1,375.00	1,375.00	1,375.00	1,875.00	1,875.00		1,875.00	_____
	Narrative for Column # 6									
	NO CHANGE									
Health Agencies & Hospitals Total		3,375.00	5,875.00	4,375.00	5,875.00	5,875.00	5,875.00	0%	5,875.00	0.00
Grand Total:		3,375.00	5,875.00	4,375.00	5,875.00	5,875.00	5,875.00	0%	5,875.00	0.00

Run: 11/29/21
8:17AM

2022 PROPOSED INTERGOVERNMENTAL WELFARE PAYMENTS

TOWN OF AUBURN

Page: 1
Bill
ReportBudgetSF

		1	2	3	4	5	6	7	8	9
		Expended	Budgeted	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2018	2019	2020	2021	2021	Request	21/22	Approved	Approved
							2022		2022	2022
		As of December	As of December	As of December	As of December	As of December				
Intergovernmental Welfare Pmts										
1 01-4444-3-390-1	RCCAP	4,471.00	4,471.00	4,471.00	4,471.00	0.00	4,471.00		4,471.00	
Narrative for Column # 6										
NO CHANGE										
Grand Total:		4,471.00	4,471.00	4,471.00	4,471.00	0.00	4,471.00	0%	4,471.00	0.00

2022 PROPOSED FIRE TOWN OF AUBURN

	1 Expended 2018 As of December	2 Expended 2019 As of December	3 Expended 2020 As of December	4 Budgeted 2021 As of December	5 Expended YTD 2021 As of December	6 Dept/Comm Request 2022	7 %Chg 21/22	8 BOS Budget Approved 2022	9 Budget Comm Approved 2022
General Fund									
Fire Department									
1 01-4220-1-160-1 Fire Personnel Stipend	42,808.95	59,085.71	57,344.02	51,750.00	33,297.98	55,550.00	7%	57,900.00	
Narrative for Column # 8									
Approved BOS Meeting 11/15/2021									
Fire Department Total	42,808.95	59,085.71	57,344.02	51,750.00	33,297.98	55,550.00	7%	57,900.00	0.00
Grand Total:	42,808.95	59,085.71	57,344.02	51,750.00	33,297.98	55,550.00	7%	57,900.00	0.00

Pay Rates effective June 1, 2021

	Current ↓	Proposed ↓
Scene Support:	\$9.00 per hour	10.50
Engineer/Operator:	\$10.00 per hour	11.50
EMR, EMT, AEMT, No Firefighter Training:	\$11.00 per hour	12.50
EMTP, No Firefighter Training:	\$12.00 per hour	13.50
Firefighter / EMTP:	\$14.00 per hour	15.50
Firefighter, No EMS Training:	\$11.00 per hour	12.50
Firefighter/EMT, EMR, AEMT:	\$12.00 per hour	13.50
Fire Lieutenant:	\$14.00 per hour	15.50
Fire Captain:	\$15.00 per hour	16.50
Deputy Fire Chief:	\$16.00 per hour	17.50
		<u>Average \$14.00 per hour</u>

Pay rates will be reviewed annually during the budget process.

The following stipends will be paid out on the first pay period of December for the following positions

Stipends	Rate	Current	Proposed
Deputy Chief x 1	\$3,500.00		3500
Captain x 2	\$750.00		1500
Lieutenant x 3	\$500.00		1000
Deputy Fire Wardens x 6	\$300.00		300

\$11,300

END OF SOP 012

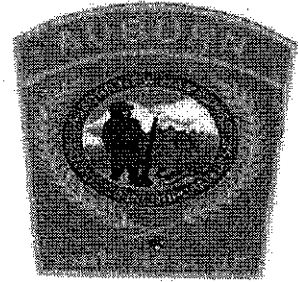
\$57,900

★ ★ ★ ★
 New amount for line #
 01-4220-1-160-1
\$60,300.00



Town of Auburn Fire Department

55 Eaton Hill Road
Auburn, NH 03032
(603)483-8141



Auburn Fire Department Standard Operating Policy

Posting Date: 08/19/2017	Category & Identification Number:	Policy Revisions
Effective Date: 01/01/2018	SOP # 012	11-20-18, 05-18-20, 06-01-21
SOP Title: Pay Rates and Stipends (Call personnel)		
Approved by Michael Williams	Re-evaluation Date: 05/18/2021	Number of pages: 2

PURPOSE:

The purpose of this policy is to ensure all members are compensated at the appropriate rate of pay for incident responses and training.

SCOPE:

The scope of this policy applies to all call personnel which have the applicable job title listed below.

PROCEDURES AND INFORMATION:

- Pay rates for Incident responses are based on a one (1) hour minimum pay unless the call is cancelled.
- Cancelled incident responses are based on ½ hour increments.
- Any incident response which last longer than one (1) hour will be calculated in half hour increments over 1 hour.
- Time is calculated from the time of the tone until fire apparatus is restored to service.
- Monthly Training sessions will be paid in half (½) hour increments.
- All Members must sign in on the call roster sheet located in dispatch to receive payment any for incidents or trainings attended.
- Pay periods for emergency response and training time shall be paid monthly.

Time calculation examples:

- Example: Cancelled incident response = ½ hour increments
- Example: An incident response lasting 0-60 minutes = 1 hours pay
- Example: An incident response lasting 1 hour and 10 minutes = 1- 1/2 hours pay
- Example: An incident response lasting 1 hour and 31 minutes = 2 hours of pay

Pay Rates effective June 1, 2021

Scene Support:	\$9.00 per hour
Engineer/Operator:	\$10.00 per hour
EMR, EMT, AEMT, No Firefighter Training:	\$11.00 per hour
EMTP, No Firefighter Training:	\$12.00 per hour
Firefighter / EMTP:	\$14.00 per hour
Firefighter, No EMS Training:	\$11.00 per hour
Firefighter/EMT, EMR, AEMT:	\$12.00 per hour
Fire Lieutenant:	\$14.00 per hour
Fire Captain:	\$15.00 per hour
Deputy Fire Chief:	\$16.00 per hour

Pay rates will be reviewed annually during the budget process.

The following stipends will be paid out on the first pay period of December for the following positions

Stipends	Rate
Deputy Chief	\$3,500.00
Captain	\$750.00
Lieutenant	\$500.00
Deputy Fire Wardens	\$300.00

END OF SOP 012

**TOWN WARRANT
STATE OF NEW HAMPSHIRE**

To the inhabitants of the Town of Auburn, in the County of Rockingham in said State, qualified to vote in Town affairs:

You are hereby notified that the **First Session** of the annual Town Meeting will be held in the gymnasium of the Auburn Village School in Auburn, New Hampshire, on **Saturday, February 5, 2022**, beginning at 9:00 a.m., immediately after the Auburn School District Deliberative Session, for the explanation, discussion and debate of each Warrant Article, and to transact all business other than voting by official ballot. Warrant articles may be amended at this session per RSA 40:13, IV, subject to the following limitations:

- (a) Warrant Articles whose wording is prescribed by law shall not be amended.
- (b) Warrant Articles that are amended shall be placed on the official ballot for final vote on the main motion as amended.
- (c) No warrant article shall be amended to eliminate the subject matter of the article. An amendment that changes the dollar amount of an appropriation in a warrant article shall not be deemed to violate this subparagraph.

You are hereby notified that the **Second Session** of the annual Town Meeting will be held in the gymnasium of the Auburn Village School in Auburn, New Hampshire, on **Tuesday, March 8, 2022**, beginning at 7:00 a.m. and ending at 7:00 p.m. to elect officers of the Town by official ballot, to vote on questions required by law to be inserted on said official ballot and to vote on all Warrant Articles as accepted or amended by the First Session.

First: To bring your ballots for:

Selectman for three years
Town Moderator for two years
Supervisor of the Checklist for six years
Library Trustee for three years
Cemetery Trustee for three years
Trustee of Trust Funds for three years
Police Commission for three years
Planning Board for three years

Second: To see if the Town will vote to adopt the following amendments to the existing Town Zoning Ordinance as proposed and recommended by the Auburn Planning Board, in conformance with NH RSA 675:1, et seq., and include the following: (The full text of the proposed regulations is posted and available for inspection at the Town Hall and on the Town of Auburn web site – www.auburnnh.us)

Are you in favor of the adoption of Amendment No 1 as proposed by the Auburn Planning Board for the Town of Auburn Zoning Ordinance as follows:

Amend Appendix F – Fire Department Regulations as developed for the Planning Board by the Auburn Fire Department to bring the regulations in conformity with current NFPA standards. If adopted, the ordinance will expand and/or redefine requirements for the Fire Department

regulations that are in conformance with the NFPA National Standards recognized by the State of New Hampshire and would have the Auburn regulations in conformance with them.

[NOTE: A copy of the text of the proposed amendment is available for review at the Auburn Town Offices and is also posted with the text of the proposed amendments at the Auburn Town Offices and on the Town of Auburn web site – www.auburnnh.us.]

Third: To see if the Town will vote to approve the cost items related to the first year of a five-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 \$53,022 over FY 2021 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 Fifty-three thousand, twenty-two dollars (\$53,022), to fund those cost items for FY 2022. Cost items for FY 2023, FY 2024, FY 2025 and FY 2026 will be presented to the voters for their approval in March 2023, March 2024, March 2025 and March 2026 in accordance with the terms of the collective bargaining agreement. **(Recommended by the Board of Selectmen) (Recommended by the Budget Committee)**

Fourth: To see if the Town will vote to raise and appropriate the sum of Twenty-five-thousand dollars (\$25,000) to be placed into the Fleet Maintenance and Replacement Expendable Trust Fund previously established. The sum of \$25,000 to come from the unreserved fund balance (surplus) as of December 31, 2021 with no additional amount to come from taxation in 2022. (Majority vote) **(Recommended by the Board of Selectmen)**

Fifth: To see if the Town will vote to raise and appropriate the sum of Twenty-five-thousand dollars (\$25,000) to be placed into the Accrued Benefits Liability Reserve Fund previously established. The sum of \$25,000 to come from the unreserved fund balance (surplus) as of December 31, 2021 with no additional amount to come from taxation in 2021. (Majority vote) **(Recommended by the Board of Selectmen)**

Sixth: To see if the Town will vote to raise and appropriate the sum of Five-thousand dollars (\$5,000) to be placed into the Cemetery Maintenance Fund previously established. The sum of \$5,000 represents the proceeds from the sale of cemetery plots in 2019 and 2020, and shall come from the unreserved fund balance (surplus) as of December 31, 2021 with no additional amount to come from taxation in 2022. (Majority vote) **(Recommended by the Board of Selectmen)**

Seventh: To see if the town will vote to authorize Fifty (50) percent of the Land Use Change Tax collected pursuant to RSA 79-A:25 to be deposited into the existing Conservation Fund in accordance with RSA 36-A:5, III, as authorized by RSA 79-A:25, II, with the remaining Fifty (50) percent to be deposited in the General Fund of the Town. If adopted this article shall take effect April 1st and shall remain in effect until altered or rescinded by a future vote of the town meeting. (Majority vote required) **(Recommended by the Board of Selectmen)**

Eighth: To see if the town will vote to affirm its establishment of a Cemetery Maintenance in 2016 pursuant to RSA 31:19-a and RSA 289:2-a, and further to allow all future proceeds received from the sale of cemetery lots in Auburn cemeteries and any interest gained thereon, for the

maintenance of cemeteries; and, further, to name the Board of Selectmen as the agents to expend from this fund. (Majority vote required.)
(Recommended by the Board of Selectmen)

Ninth: To see if the town will vote to discontinue electing the Road Agent and give the Selectmen the authority to appoint an Expert Highway Agent in accordance with the provisions of RSA 231:64. (Majority vote required)

Tenth: To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$5,986,512**? Should this article be defeated, the default budget shall be **\$5,748,859**, which is the same as last year with certain adjustments required by previous action of the Town of Auburn or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. NOTE: This operating budget warrant article does not include appropriations contained in any other warrant article. **(Recommended by the Board of Selectmen) (Recommended / Not Recommended by the Budget Committee)**

Eleventh: To transact any other business that may legally come before the Town Meeting.

Given under our hands and seals this 31st day of January 2022.

Keith N. Leclair, Chairman

Todd R. Bedard, Selectman

Michael J. Rolfe, Selectman
Auburn Board of Selectmen