

Auburn Budget Committee Meeting  
November 10, 2016  
Auburn Town Hall

Members Present: Peter Miles, Mary Beth Lufkin, David Wesche, Paula Marzloff, Dan Carpenter, Alan Villeneuve and James Headd

Members Absent: Bert Ouellette

Others Present: Planning Board Chairman Ron Poltak, Parks & Recreation Chairman David Nye, Parks & Recreation Vice Chairman Alex Eisman, Finance Director Adele Frisella and Town Administrator Bill Herman

Meeting called to order at 7:01 pm

***Approval of Meeting Minutes***

Dan Carpenter noted the annual building maintenance budget for the Auburn Historical Association mentioned on Page 2 of the November 3, 2016 minutes should be \$20,000 and not \$30,000.

**Paula Marzloff moved to accept the minutes of the November 3, 2016 meeting as amended. Seconded by Dan Carpenter. A vote was taken; all were in favor, the motion carried unanimously.**

Paula Marzloff recused herself from consideration of the Planning and Zoning budget.

***Planning & Zoning***

*Engineering Service*

Requesting \$3,000, level funded from 2016. Year to date expended \$382.30

*Legal Expenditures*

Requesting \$21,500, a reduction of \$7,500 from 2016. Year to date expended \$10,949.14

*Maps*

Requesting \$250, level funded from 2016. Year to date expended \$0

*Master Plan & Regulatory Updates*

Requesting \$3,000, a reduction of \$28,950 from 2016. Year to date expended \$1,712.39

*Recording Fees*

Requesting \$250, level funded from 2016. Year to date expended \$12.47

*Printing*

Requesting \$1,000, level funded from 2016. Year to date expended \$0

*Dues, Workshops, Seminars*

Requesting \$1,200, an increase of \$600 from 2016. Year to date expended \$655

*Books*

Requesting \$500, level funded from 2016. Year to date expended \$756

*Printed Forms & Supplies*

Requesting \$50, level funded from 2016. Year to date expended \$0

*Legal Ads*

Requesting \$3,000, level funded from 2016. Year to date expended \$2,055.95

Planning Board Chair Ronald Poltak noted there were three main areas of change within the Planning and Zoning budget. He indicated they have reduced the legal expenditures line item by \$7,500 due in part to there being no known legal challenges pending and also due to the competency of the Board members. Another area of change was in the area of Master Plan and Regulatory Updates, which was reduced by \$28,950. He indicated the board has initiated the process for the Master Plan update and has a contract in place for the work, so the Board of Selectmen will encumber the current funds and the Planning Board will be able to continue to work off of the 2016 appropriation. The final area of change was Dues, Workshops & Seminars, which was increased by \$600. Mr. Poltak noted in particular the Board has two new members, who should take advantage of training opportunities, in addition to two issues which a US Supreme Court decision and a change in NH state law will affect business for the Planning Board. The US Supreme Court decision deals with municipalities' ability to regulate signs, while the change in state law concerns accessory dwelling units and limitations placed on municipalities' ability to regulate these structures. He said both will require more training for all Planning Board members.

Dan Carpenter asked about the status of the Capital Improvement Plan, and Mr. Poltak reported he expected to receive the completed draft next week and that the Planning Board will deal with it at the December 7<sup>th</sup> meeting.

**Alan Villeneuve moved to approve Planning & Zoning at \$33,750, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.**

Paula Marzloff resumed her position on the Committee.

## ***Parks and Recreation***

Parks & Recreation Chairman David Nye reported the Parks & Recreation Commission has reduced its original proposed budget by 23% following their initial meeting with the Board of Selectmen, who didn't appear favorable to their original request. He and Parks & Recreation Vice Chairman Alex Eisman felt the budget being presented is a bare bone budget.

### ***Senior Trips***

Requesting \$7,000, a decrease of \$5,500 from 2016. Year to date expended \$8,808.67

Mr. Nye reported the Board of Selectmen recommended cutting back to two trips per year as opposed to three. Dan Carpenter asked what amount the seniors who participate pay for the trip and was told \$10. He recommended looking at some sort of a rate increase for the \$10 fee, noting it began in the 1980s when \$10 was half of the total per person cost for the trip. In their discussions, the Selectman has also indicated some sort of rate increase would be appropriate.

**Alan Villeneuve moved to approve Senior Trips at \$7,000. Seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

### ***Family Events***

Requesting \$13,600, a decrease of \$900 from 2016. Year to date expended \$14,445.35

Mr. Eisman reported the funds would cover a Summerfest event on Memorial Day (\$8,100), two band concerts (\$2,000); a Coffeehouse event (\$800) and the Winter Carnival (\$1,800). Dan Carpenter inquired about the Summerfest event, noting it was not well attended last year and appeared to be a lot of money for a single event. Mr. Nye indicated the date for the event was changed last year after not holding one the year before, and it had little advertising. Mr. Carpenter indicated he had a hard time spending \$8,100 when an event was not successful.

Alan Villeneuve expressed concern for spending public funds on entertainment items, and indicated he would prefer to see the Town spend its money on infrastructure to support programs and events. Mr. Carpenter indicated he supported the concerts, coffeehouse and winter carnival, and felt all of those events were successful.

David Wesche asked what the \$8,100 for Summerfest would cover, and Mr. Nye indicated it could pay for a band, vendors, fireworks, light towers and other items. Mr. Eisman recommended allowing the Parks & Recreation Commission the opportunity to try one more time in 2017 with the Summerfest program, and reevaluate its success next year.

**David Wesche moved to approve Family Events at \$13,600. Seconded by Mary Beth Lufkin. A vote was taken; five (Alan, Jim, David, Paula and Mary Beth) were in favor and one (Dan) opposed. The motion carried.**

*Basketball Program*

Requesting \$800, an increase of \$200 from 2016. Year to date expended \$0

**Mary Beth Lufkin moved to approve Basketball Program at \$800. Seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.**

*Ski Program*

Requesting \$2,800, level funded from 2016. Year to date expended \$2,655.92

**Mary Beth Lufkin moved to approve Ski Program at \$2,800. Seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.**

*Community Service Award*

Requesting \$250, a decrease of \$150 from 2016. Year to date expended \$400

**Alan Villeneuve moved to approve Community Service Award at \$250. Seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

*Soccer Program*

Requesting \$800, an increase of \$200 from 2016. Year to date expended \$1,010

**Paula Marzloff moved to approve Soccer Program at \$800. Seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.**

*Senior Dinners*

Requesting \$1,500, level funded from 2016. Year to date expended \$1,159.28

**Mary Beth Lufkin moved to approve Senior Dinners at \$1,500. Seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.**

*Mileage Reimbursement*

Requesting \$800, an increase of \$50 from 2016. Year to date expended \$863.40

**Mary Beth Lufkin moved to approve Mileage Reimbursement at \$800. Seconded by Alan Villeneuve. A vote was taken; all were in favor, the motion carried unanimously.**

*Playground & Parks*

Requesting \$2,000, level funded from 2016. Year to date expended \$858

**Mary Beth Lufkin moved to approve Playground & Parks at \$2,000. Seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.**

*Electricity*

Requesting \$2,500, an increase of \$100 from 2016. Year to date expended \$1,806.95

David Wesche asked if this electricity line would be consolidated with the other lines being moved from department budgets and put in one central General Government Buildings budget. Adele Frisella indicated that it would, but with the account not yet formally set-up, she would move it from the Parks & Recreation budget to the new budget account before the total budget is completed.

**Alan Villeneuve moved to approve Electricity at \$2,500. Seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

*General Maintenance*

Requesting \$7,900, a decrease of \$13,600 from 2016. Year to date expended \$21,844.74

David Nye reported the funding is for Kid Cushion at Eddows Field, \$1,000; Kid Cushion at Circle of Fun, \$1,500; Kid Cushion at Apple Tree Park, \$800; Brick Walkway Repair at Circle of Fun, \$800; edging and loaming at Circle of Fun, \$1,800.

Alan Villeneuve indicated kid cushion was one item the School Board had eliminated from the school budget as they found it had to be replaced every other year (8 to 12 inches) and could be raked and maintained in the off year. He asked if the Parks & Recreation Commission had looked at that. David Nye said they rake the Kid Cushion several times a week, but find they need to add to the material annually as it gets worn and decreases in volume. He did report they are planning on replacing all of the Kid Cushion material in 2018.

**Mary Beth Lufkin moved to approve General Maintenance at \$7,900. Seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.**

*Ice Rink*

Requesting \$3,000, an increase of \$2,000 from 2016. Year to date expended \$0

Mr. Nye reported the ice rinks had been resurfaced this week and will need to be sealed in order to maintain water and ice. These funds are to seal the ice rinks and basketball court.

**Mary Beth Lufkin moved to approve Ice Rink at \$3,000. Seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.**

#### *Trash Removal*

Requesting \$300, a decrease of \$300 from 2016. Year to date expended \$0

**Paula Marzloff moved to approve Trash Removal at \$300. Seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

#### *Chemical Toilets*

Requesting \$5,400, level funded from 2016. Year to date expended \$5,273.06

**Alan Villeneuve moved to approve Chemical Toilets at \$800. Seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

#### *Phone and Office Supplies*

Requesting \$800, an increase of \$300 from 2016. Year to date expended \$656.51

**Alan Villeneuve moved to approve Phone and Office Supplies at \$800. Seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

Alan Villeneuve noted Parks & Recreation had closed it soccer field at the Eddows Fields Complex last year for repair and, as a result, the field at the Auburn Village School and the field adjacent to the Safety Complex got over used as a result and are in need of repair themselves. He indicated both fields got hammered and, due to the overall lack of water, were never able to recover. This has resulted in the School Board looking at adding irrigation to the school field to try and maintain the field to somewhat of a normal condition.

#### ***Ambulance***

##### *Derry Ambulance Service*

Requesting \$80,083, an increase of \$3,814 from 2016. Year to date expended \$72,802.50

Adele Frisella explained the Town is in a five year contract with the Town of Derry for ambulance services (July 1, 2013 through June 30, 2018), and this is the contracted amount for 2017.

**Mary Beth Lufkin moved to approve Derry Ambulance Service at \$80,083, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.**

#### ***Machinery, Vehicles & Equipment***

##### *Fire Apparatus*

Requesting \$72,696, level funded from 2016. Year to date expended \$72,696

Adele Frisella explained this is the lease-purchase payment for the last fire truck acquired (Engine #2).

**Alan Villeneuve moved to approve Fire Apparatus at \$72,696, seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

### ***Fire Department***

#### *Derry Dispatch*

Requesting \$45,945, an increase of \$1,121 from 2016. Year to date expended \$43,757

Adele Frisella explained this was a line item the Budget Committee had previously approved at \$44,824. But the line item had not been calculated to the contract amount. The current contract with the Town of Derry is from July 1, 2015 through June 30, 2020, and the original amount approved by the Budget Committee of \$44,824 needs to be increased to \$45,945 to meet Auburn's contractual obligation.

**Alan Villeneuve moved to approve Derry Dispatch at \$45,945, seconded by Dan Carpenter. A vote was taken; all were in favor, the motion carried unanimously.**

### ***Regional Associations***

#### *NH Municipal Association*

Requesting \$5,049, an increase of \$218 from 2016. Year to date expended \$4,831

#### *Southern NH Planning Commission*

Requesting \$3,534, an increase of \$244 from 2016. Year to date expended \$3,289.86

**Mary Beth Lufkin moved to approve Regional Associations at \$8,583, including \$5,049 for the NH Municipal Association and \$3,534 for the Southern NH Planning Commission. Seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.**

### ***Street Lights***

#### *Public Street Lighting*

Requesting \$13,500, level funded from 2016. Year to date expended \$9,612.52

Dan Carpenter asked if the Town had looked at converting to LED lights. Bill Herman indicated it had not been looked at largely because the lights are actually owned by Eversource and the Town is paying for the service. He noted the Town had converted the parking lot lights at the Town Hall to LED units earlier this year.

**Paula Marzloff moved to approve Street Lights at \$13,500, seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

***Debt Service***

*Long Term Bond Principle, Long Term Bond Interest, Tax Anticipation Interest*  
Requesting \$3, level funded from 2016. Year to date expended \$0

**David Wesche moved to approve Debt Service at \$3, seconded by Mary Beth Lufkin. A vote was taken; all were in favor, the motion carried unanimously.**

***Adjourn***

Paula Marzloff moved to adjourn the meeting at 8:05 PM. Seconded by Mary Beth Lufkin. A vote was taken; all were in agreement, the motion carried unanimously.

The meeting adjourned at 8:05 PM.