

Auburn Budget Committee Meeting
November 1, 2018
Auburn Town Hall

Members Present: Peter Miles, Chair; Kevin Downing, David Wesche, Paula Marzloff, Dan Carpenter, Alan Villeneuve and James Headd

Others Present: Animal Control Officer Jarlene Cornett, Cemetery Trustee Don Dollard, Conservation Commission Chair Jeffrey Porter, Road Agent Michael Dross, Finance Director Adele Frisella and Town Administrator Bill Herman

Meeting called to order at 7:00 pm

Approval of Meeting Minutes

Paula Marzloff moved to accept the minutes of the October 18, 2018 meeting as printed. Seconded by Dan Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

Animal Control Officer

Mileage

Requesting \$600, level funded from 2018. Year to date expended \$482.34

ACO Medical

Requesting \$200, level funded from 2018. Year to date expended \$0

Veterinarian Charges

Requesting \$300, level funded from 2018. Year to date expended \$20

Boarding

Requesting \$300, level funded from 2018. Year to date expended \$155

Education

Requesting \$250, level funded from 2018. Year to date expended \$300

Dues

Requesting \$40, level funded from 2018. Year to date expended \$40

Miscellaneous

Requesting \$750, level funded from 2018. Year to date expended \$358.26

Animal Control Officer Jarlene Cornett met with the Committee and answered questions concerning several line items and general issues the ACO contends with.

David Wesche moved to approve Animal Control Officer at a total of \$2,440 as presented, seconded by Jim Headd. A vote was taken; all were in favor, the motion carried unanimously.

Cemeteries

Cemetery Trustee Chair Don Dollard presented the Cemetery budget request.

Mowing

Requesting \$12,000, an increase of \$500 from 2018. Year to date expended \$10,590

Fertilization

Requesting \$10,010, an increase of \$8,880 from 2018. Year to date expended \$3,784

Property Maintenance

Requesting \$6,500, a decrease of \$500 from 2018. Year to date expended \$1,046

Mapping

Requesting \$1,200, a decrease of \$300 from 2018. Year to date expended \$105

Robie Burial Ground

Requesting \$2,000, a new item for 2019. Year to date expended \$0

Supplies

Requesting \$600, level funded from 2018. Year to date expended \$225.74

Miscellaneous

Requesting \$300, level funded from 2018. Year to date expended \$0

Mileage

Requesting \$300, level funded from 2018. Year to date expended \$0

Dues & Membership

Requesting \$200, an increase of \$100 from 2018. Year to date expended \$20

Mr. Dollard explained there were two lines with significant changes. One was fertilization due to the need to do more than one treatment per year at both cemeteries. Both cemeteries are also experiencing a grub infestation and the treatment to clear the sites of the problem totals close to \$9,000. The other major item of increase is the provisions of \$2,000 in anticipation the Board of Selectmen will be voting in December for the Town to take over maintenance of the Robie Burial Ground off Winter Way. This is an abandoned site with six gravesites that requires some attention.

Paula Marzloff moved to approve Cemeteries at a total of \$33,110 as presented, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Conservation Commission

Commission Chair Jeff Porter presented the Conservation Commission budget request.

Professional Services

Requesting \$500, level funded from 2018. Year to date expended \$0

Maps & Supplies

Requesting \$350, level funded from 2018. Year to date expended \$0

Education

Requesting \$500, level funded from 2018. Year to date expended \$0

Dues & Memberships

Requesting \$600, level funded from 2018. Year to date expended \$353

Natural Resource Inventory

Requesting \$1, level funded from 2018. Year to date expended \$0

Mr. Porter reported the Commission has a new alternate member and they intend to provide a fair amount of training to the individual in order for them to come up to speed and be of assistance to the Commission.

David Wesche moved to approve Conservation Commission at a total of \$1,951 as presented, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Highway and Roads

Road Agent Michael Dross presented the Highways and Road budget.

Highway Shimming

Requesting \$180,000, an increase of \$50,000 from 2018. Year to date expended \$5,428

Road Agent Michael Dross outlined the process of shim and overlaying paved roads for the benefit of the Committee members. He noted the road reconstruction budget is being reduced by \$50,000 to provide for the increase in highway shimming. He indicated this will be how the Town is able to better maintain its roads moving forward without major reconstruction work. This level of funding will allow for approximately two-

and-a-half miles of road to be covered. He anticipated shimming Sandy Knoll, Cohas Drive, and portions of Spofford Road and Pingree Hill Road in 2019.

Alan Villeneuve moved to approve Highway Shimming at \$180,000, seconded by Jim Headd. A vote was taken; all were in favor, the motion carried unanimously.

Highway Spring/Summer Storms

Requesting \$8,500, level funded from 2018. Year to date expended \$3,540

Mr. Villeneuve asked if this was the account that would cover the removal of the tree stump on Spofford Road that folks keep decorating. Mr. Dross indicated he had no plans to remove the stump.

Alan Villeneuve moved to approve Highway Spring/Summer Storms at \$8,500, seconded by Kevin Downing. A vote was taken; all were in favor, the motion carried unanimously.

Highway Summer Subcontractors

Requesting \$138,000, level funded from 2018. Year to date expended \$165,199.10

The Road Agent indicated this is the account that covers drainage, ditch work and general maintenance. Mr. Villeneuve asked if the Road Agent would be continuing work on Spofford Road this year, and the Road Agent indicated no, it would have to be finished next year as there are not funds enough left this year.

Alan Villeneuve moved to approve Highway Summer Subcontractors at \$138,000, seconded by Dan Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

Highway Road Striping

Requesting \$20,000, level funded from 2018. Year to date expended \$1,295

The Road Agent indicated the contractor completed their work last week and the invoice has not yet been received or paid. Paula Marzloff asked if the Road Agent anticipates adding more funds moving forward due to new road work completed adding to the overall miles of Town roads. The Road Agent indicated he would have to look at that in the future.

Alan Villeneuve moved to approve Highway Road Striping at \$20,000, seconded by Kevin Downing. A vote was taken; all were in favor, the motion carried unanimously.

Highway Tree/Brush Cutting

Requesting \$42,000, level funded from 2018. Year to date expended \$32,332.50

The Road Agent indicated he has work scheduled within the next few weeks that will use most of the balance of the budget account.

David Wesche moved to approve Highway Tree/Brush Cutting at \$42,000, seconded by Kevin Downing. A vote was taken; all were in favor, the motion carried unanimously.

Highway Crack Sealing

Requesting \$1, level funded from 2018. Year to date expended \$0

David Wesche moved to approve Highway Crack Sealing at \$1, seconded by Alan Villeneuve. A vote was taken; all were in favor, the motion carried.

Highway Cold Patch

Requesting \$4,800, level funded from 2018. Year to date expended \$5,465.90

The Road Agent noted most of the cold patch work is performed on Pingree Hill Road and Old Candia Road. He explained this work is done to hold an area or section of road until the Town is able to shim and overlay the road.

Alan Villeneuve moved to approve Highway Cold Patch at \$4,800, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Highway Summer Gravel/Bankrun

Requesting \$1, level funded from 2018. Year to date expended \$1,042.99

The Road Agent reported they recycle as much material as they can through the road reconstruction work. As they work on a site, they remove the existing material and stockpile it at the Highway Garage property. They then bring a screen in to screen the material for re-use the following year in future projects.

Kevin Downing moved to approve Highway Summer Gravel/Bankrun at \$1, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Highway Summer Misc. Supplies

Requesting \$3,000, level funded from 2018. Year to date expended \$120.44

Alan Villeneuve moved to approve Highway Summer Misc. Supplies at \$3,000, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Highway Winter Subcontractor

Requesting \$382,000, level funded from 2018. Year to date expended \$322,795

The Road Agent indicated this line will need to be looked at closer in the next year or two as the Town accepts more roads as Town roads requiring summer and winter maintenance work.

David Wesche moved to approve Highway Winter Subcontractors at \$382,000, seconded by Jim Headd. A vote was taken; all were in favor, the motion carried unanimously.

Highway Winter Salt

Requesting \$180,000, an increase of \$10,000 from 2018. Year to date expended \$163,748.52

The Road Agent explained this account was increased by \$10,000 to enable the Town to get an extra stockpile of a couple hundred tons of material on hand now that the Town has an adequate salt storage facility. This would enable the Town to stay ahead of the need moving forward. He noted the Town utilizes between 3,000 and 3,500 tons of salt per year.

Alan Villeneuve moved to approve Highway Winter Salt at \$180,000, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Highway Winter Sand

Requesting \$5,000, Level funded from 2018. Year to date expended \$1,694.17

The Road Agent noted there was approximately a four year supply of sand remaining in the Chester Turnpike / Dearborn Road property the Town has been excavating from for the past four to five years.

Jim Headd moved to approve Highway Winter Sand at \$5,000, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Highway Winter Repairs

Requesting \$8,000, level funded from 2018. Year to date expended \$6,278.26

The Road Agent noted this account is for carbide cutting edges for snow plows, bolts and miscellaneous items for the repair of equipment for winter maintenance.

David Wesche moved to approve Highway Winter Repairs at \$8,000, seconded by Paula Marzloff. A vote was taken; all were in favor, the motion carried unanimously.

Highway Bridge & Culvert

Requesting \$5,000, level funded from 2018. Year to date expended \$5,551.53

Alan Villeneuve moved to approve Highway Bridge & Culvert at \$5,000, seconded by Kevin Downing. A vote was taken; all were in favor, the motion carried unanimously.

Highway Guardrails, Gates, Etc.

Requesting \$1,000, level funded from 2018. Year to date expended \$0

Paula Marzloff asked about the state of things at the top of Dartmouth Drive. The Road Agent indicated they pay a lot of attention to this area which becomes a dumping ground for all sorts of materials. He was interested in gating off half the road, but the owners of the lots on the upper portion of the road want to have access to their property. Mr. Villeneuve suggested the Town gate off a portion of the road. Mr. Herman and the Road Agent noted that would require an action of Town Meeting to close a portion of a Town road.

Paula Marzloff moved to approve Highway Guardrails, Gates, Etc., at \$1,000, seconded by Dan Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

Highway Signs & Safety Equipment.

Requesting \$3,500, level funded from 2018. Year to date expended \$1,533.78

Mr. Villeneuve noted the Committee usually gets to a point where it feels it needs to make some reductions, and he thought this was a place where a reduction of \$500 would not do any harm.

David Wesche moved to approve Highway Signs & Safety Equipment at \$3,500, seconded by Kevin Downing. A vote was taken. Yes – Dan, Kevin, Jim, David, Paula. No – Alan. The motion carried.

Highway Catch Basin Maintenance.

Requesting \$5,000, level funded from 2018. Year to date expended \$0

The Road Agent reported this is work that is usually performed in November. He is anticipating using the majority of the budget account for this work. Mr. Villeneuve reported the school construction project was adding about six catch basins throughout the area that may need to be addressed in the future.

Alan Villeneuve moved to approve Highway Catch Basin Maintenance at \$5,000, seconded by Dan Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

Highway Storm Water Maintenance.

Requesting \$10,000, a reduction of \$5,000 from 2018. Year to date expended \$0

The Road Agent reported this maintenance work on drainage swales and detention & retention ponds throughout the community.

Jim Headd moved to approve Highway Storm Water Maintenance at \$10,000, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Road Reconstruction

Road Reconstruction

Requesting \$650,000, a reduction of \$50,000 from 2018. Year to date expended \$492,190.23

The Road Agent advised the Committee the plans for 2019 include reconstructing a portion of Spofford Road (between Wildwood and Dug Hill), and then to work on the five-way intersection of Coleman Road, Dearborn Road and Chester Turnpike. In addition, the final top coat of paving for the work areas of Lovers Lane, Joan Drive, Acorn Avenue and Walnut Drive done in 2018 would be funded from this account. If funds remain, they would look a work needed on Lakeview Way.

Dan Carpenter asked how the work on Joan Drive had gone, and the Road Agent reported it was great. It was full of good solid bone gravel, and generally all they had to do was remove the top, pull in the width from 30-feet to 24-feet; replace culverts, re-shape and close it out.

Paula Marzloff moved to approve Road Reconstruction at \$650,000, seconded by David Wesche. A vote was taken; all were in favor, the motion carried unanimously.

Health Agencies & Hospitals

Finance Director Adele Frisella presented the Health Agencies & Hospitals budget.

Visiting Nurse

Requesting \$2,500, level funded from 2018. Year to date expended \$1,000

Child and Family Services

Requesting \$500, level funded from 2018. Year to date expended \$500

Home Health & Hospice Care

Requesting \$1,000, level funded from 2018. Year to date expended \$0

Lamprey Health Care

Requesting \$500, level funded from 2018. Year to date expended \$500

Meals on Wheels

Requesting \$1,375, level funded from 2018. Year to date expended \$1,375

Alan Villeneuve moved to approve Health Agencies & Hospitals at \$5,875, seconded by Dan Carpenter. A vote was taken; all were in favor, the motion carried unanimously.

Solid Waste

Town Administrator Bill Herman presented the Solid Waste budget request.

Solid Waste Hazardous

Requesting 10,400, an increase of \$1,900 from 2018. Year to date expended \$602.50

Landfill Monitoring

Requesting \$12,000, an increase of \$2,000 from 2018. Year to date expended \$10,200

Roadside Pick-up Container

Requesting \$1, a decrease of \$299 from 2018. Year to date expended \$0

Mr. Herman reported the increase in the Solid Waste Hazardous account is for the annual E-Waste collection event, and is the result of changing from using two tractor trailer trucks to five roll-off containers and a box truck. The operation ran much smoother in 2017 and 2018 with that set-up, and the Board of Selectmen chose to continue in that vein. The landfill monitoring budget was increased due to the need for additional testing of not only monitoring wells, but groundwater samples due to PFOA issues identified.

Paula Marzloff moved to approve Solid Waste at \$22,401, seconded by Jim Headd. A vote was taken; all were in favor, the motion carried.

Adjourn

Jim Headd moved to adjourn the meeting at 8:03 PM. Seconded by David Wesche. A vote was taken; all were in agreement, the motion carried unanimously.

The meeting adjourned at 8:15 PM.