

**Town of Auburn
Board of Selectmen
November 14, 2016
Town Hall
7:00 p.m.**

() Call to Order – Pledge of Allegiance

Approval of Payroll for Week of November 14th, 2016
Consent Agenda – as of November 14th, 2016

() Appointments with the Board

() FY 2017 Budget Presentations

- Conservation Commission
- Town Clerk
- Police Department
- Warrant Article – Mobile Radar Trailer
- Executive Department
- Personnel Administration – Longevity Pay
- Personnel Administration - Insurances
- Emergency Management
- Mosquito Control
- Recreation Improvements

() New Business

Raffle Permit – Friends of Griffin Free Public Library
Proposal – Siting of Future PD Garage / Storage Building
Federal Highway Administration – I-93 Exit 4A Project

() Old Business

() Other Business

() Minutes

- November 7th, 2016 Public Meeting
- November 9th, 2016 Workshop Meeting

Note: “Any person with a disability who wishes to attend this public meeting and needs to be provided reasonable accommodations in order to participate, please contact the Board of Selectmen’s Secretary at (603) 483-5052 x100, so that arrangements can be made.”

2017 PROPOSED CONSERVATION ADMINISTRATION
TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	As of December	As of December	As of December	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2013	2014	2015	2016	2016	Request	16/17	Approved	Approved
						2017		2017	2017

General Fund

Conservation Administration

1 01-4611-3-390-0	0.00	0.00	0.00	500.00	0.00	500.00			
2 01-4611-3-390-2	0.00	501.50	21.50	350.00	0.00	350.00			
3 01-4611-6-645-1	45.00	0.00	65.00	500.00	0.00	500.00			
4 01-4611-6-645-2	-68.75	68.75	303.00	600.00	353.00	600.00			
5 01-4611-6-660-1	0.00	0.00	0.00	1.00	0.00	1.00			
Grand Total:	-23.75	570.25	389.50	1,951.00	353.00	1,951.00	0%	0.00	0.00

2017 Proposed Town Clerk Budget

	Expended 2013	Expended 2014	Expended 2015	Budget 2016	Expended YTD 2016	Dept/Comm Requested 2017	% Chg 16/17	BOS Approved 2017	Budget Comm Approved 2017
01-4140-1-165-0 Election Personnel	2,225.00	5,437.50	2,075.00	8,900.00	8,729.70	2,225.00	25.00%		
01-4140-6-620-2 Record Preservation	18,903.00	4,028.64	5,640.00	4,000.00	-	4,000.00	100.00%		
01-4140-6-645-1 TC Dues & Conferences	1,282.80	1,142.00	1,534.32	1,000.00	764.00	1,725.00	172.50%		
01-4140-6-650-1 Law Books	561.31	709.21	611.26	600.00	301.80	650.00	108.33%		
01-4140-6-660-0 Election Costs	4,659.73	9,805.13	2,130.46	4,501.00	5,502.89	3,650.00	81.09%		
01-4140-6-660-1 Dog Tags	329.62	-	446.33	400.00	-	500.00	125.00%		
Totals	27,961.46	21,122.48	12,437.37	19,401.00	15,298.39	12,750.00	65.72%		

2017 PROPOSED ELECTION, REGISTRATION & VITAL STATS TOWN OF AUBURN

General Fund	1 Expended 2013	2 Expended 2014	3 Expended 2015	4 Budgeted 2016	5 Expended YTD 2016	6 Dept/Comm Request 2017	7 % Chg 16/17	8 BOS Approved 2017	9 Budget Comm Approved 2017
Election, Regis & Vital Stats									
1 01-4140-1-165-0	0.00	0.00	0.00	0.00	0.00	2,225.00	100%		
2 01-4140-1-165-1	175.00	475.00	150.00	700.00	600.00	0.00	-100%		
3 01-4140-1-165-2	0.00	0.00	0.00	600.00	300.00	0.00	-100%		
4 01-4140-1-165-3	450.00	1,200.00	300.00	1,800.00	1,650.00	0.00	-100%		
5 01-4140-1-165-4	300.00	600.00	300.00	900.00	900.00	0.00	-100%		
6 01-4140-1-165-5	1,610.00	2,560.00	640.00	5,560.00	2,469.50	1,400.00	75%	1,400.00	1,400.00
<i>Narrative for Column # 6</i>									
1 election in 2017.									
<i>Narrative for Column # 8</i>									
BOS approved 10/31/2016.									
<i>Narrative for Column # 9</i>									
Budget Committee approved 11/3/2016.									
7 01-4140-1-165-6	700.00	1,712.50	725.00	2,800.00	2,750.00	0.00	-100%		
8 01-4140-1-165-8	300.00	600.00	300.00	900.00	900.00	0.00	-100%		
9 01-4140-1-165-9	300.00	850.00	300.00	1,200.00	1,629.70	0.00	-100%		
10 01-4140-6-610-1	2,625.00	2,801.55	0.00	1.00	123.57	0.00	-100%		
11 01-4140-6-620-1	1,678.60	6,100.70	1,863.92	3,000.00	4,510.05	0.00	-100%		
12 01-4140-6-620-2	18,903.00	4,028.64	5,640.00	4,000.00	0.00	4,000.00			
13 01-4140-6-645-1	1,282.80	1,142.00	1,534.32	1,000.00	764.00	1,725.00	73%		
14 01-4140-6-650-1	561.31	709.21	611.26	600.00	301.80	650.00	8%		
15 01-4140-6-660-0	0.00	0.00	0.00	0.00	0.00	3,650.00	100%		
16 01-4140-6-660-1	329.62	0.00	446.33	400.00	0.00	500.00	25%		
17 01-4140-6-660-2	76.60	76.60	0.00	100.00	0.00	0.00	-100%		
18 01-4140-6-660-3	279.53	826.28	266.54	1,400.00	869.27	0.00	-100%		
Election, Regis & Vital Stats Total	29,271.46	23,682.48	13,077.37	24,904.00	17,767.89	14,150.00	43%	1,400.00	1,400.00
Grand Total:	29,271.46	23,682.48	13,077.37	24,904.00	17,767.89	14,150.00	43%	1,400.00	1,400.00

2796146
2012248
1248797
1442100
1548594
1275000

2017 PROPOSED POLICE
TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2013	2014	2015	2016	2016	Request	16/17	Approved	Approved
	As of December	As of December	As of December	As of December	As of October	2017		2017	2017

General Fund									
Police Department									
1 01-4210-1-150-1	3,647.83	4,158.34	4,280.42	5,000.00	1,493.71	5,000.00			
2 01-4210-1-150-2	9,293.41	7,660.50	5,113.85	4,000.00	2,425.29	4,000.00			
3 01-4210-1-150-3	3,112.12	2,866.53	1,913.65	2,000.00	1,660.64	2,000.00			
4 01-4210-1-150-4	695.19	0.00	0.00	1.00	0.00	1.00			
Police Department Total	16,748.55	14,685.37	11,307.92	11,001.00	5,579.64	11,001.00	0%	0.00	0.00
Grand Total:	16,748.55	14,685.37	11,307.92	11,001.00	5,579.64	11,001.00	0%	0.00	0.00

2017 PROPOSED POLICE TOWN OF AUBURN

General Fund	1 Expended 2013	2 Expended 2014	3 Expended 2015	4 Budgeted 2016	5 Expended YTD 2016	6 Dept/Comm Request 2017	7 % Chg 16/17	8 BOS Approved 2017	9 Budget Comm Approved 2017
Police Department									
1 01-4210-2-290-1	7,633.42	8,660.82	7,384.87	8,450.00	4,856.77	8,450.00			
2 01-4210-3-340-1	12,526.73	11,575.33	23,945.50	27,436.00	31,051.29	23,500.00	-14%		
3 01-4210-3-360-1	6,142.10	7,032.25	6,400.00	7,120.00	5,650.00	7,120.00			
4 01-4210-3-370-1	300.00	1,981.43	1,284.76	1,200.00	820.17	1,200.00			
5 01-4210-3-390-0	0.00	11,549.50	14,000.24	14,000.00	11,666.70	19,100.00	36%		
6 01-4210-3-390-1	2,042.50	845.00	885.00	1,145.00	520.00	1,145.00			
7 01-4210-3-390-2	1,752.77	2,719.92	6,908.98	6,300.00	4,404.73	6,300.00			
8 01-4210-3-390-3	3,444.53	3,623.71	4,553.85	4,200.00	3,330.94	4,200.00			
9 01-4210-3-390-4	245.92	236.96	0.00	300.00	31.92	300.00			
10 01-4210-3-391-0	3,483.49	3,297.56	4,043.96	3,500.00	3,566.52	3,500.00			
11 01-4210-5-510-1	9,399.28	8,763.30	8,952.65	9,100.00	6,680.48	0.00	-100%		
12 01-4210-5-520-1	6,008.34	6,032.98	6,516.95	6,325.00	4,232.86	0.00	-100%		
13 01-4210-5-530-1	7,281.25	9,123.49	5,121.15	7,500.00	2,344.64	0.00	-100%		
14 01-4210-5-560-1	7,925.92	9,236.68	7,411.40	8,000.00	6,063.25	8,000.00			
15 01-4210-6-610-1	3,801.37	4,572.31	5,416.56	5,050.00	7,494.95	5,050.00			
16 01-4210-6-610-2	1,273.36	1,258.31	1,446.56	6,560.00	6,312.35	2,000.00	-70%		
17 01-4210-6-630-1	500.20	481.20	589.00	600.00	279.30	600.00			
18 01-4210-6-640-1	4,107.74	2,036.04	3,116.87	4,370.00	3,584.78	4,000.00	-8%		
19 01-4210-6-660-1	3,524.47	3,924.19	5,457.14	5,800.00	4,573.69	5,800.00			
20 01-4210-6-660-2	1,312.32	2,834.06	2,202.64	2,250.00	956.27	2,250.00			
21 01-4210-6-660-3	0.00	0.00	0.00	3,000.00	2,359.03	3,000.00			
22 01-4210-6-660-4	106.26	838.50	134.65	100.00	8,860.70	100.00			
23 01-4210-6-670-1	2,164.71	1,995.79	1,861.74	2,250.00	1,485.37	2,250.00			
24 01-4210-6-680-1	149.59	300.25	200.00	200.00	124.05	200.00			
25 01-4210-6-690-1	214.04	215.80	187.07	200.00	82.45	200.00			
26 01-4210-7-700-1	60,570.84	69,423.63	52,357.64	57,330.00	49,591.41	69,520.00	21%		
27 01-4210-7-700-2	4,484.06	4,226.89	4,146.55	4,000.00	3,379.95	4,000.00			
28 01-4210-7-710-1	11,549.13	9,698.83	11,465.09	10,550.00	7,160.53	10,550.00			
29 01-4210-7-720-1	27,227.87	27,269.42	25,343.64	28,000.00	12,575.31	25,000.00	-11%		
Police Department Total	189,472.24	246,774.16	244,884.46	234,866.00	194,649.44	217,335.00	7%	0.00	0.00
Grand Total:	189,472.24	246,774.16	244,884.46	234,866.00	194,649.44	217,335.00	7%	0.00	0.00

166,483.94 189,851.98 190,743.71 211,931.90 180,752.43
 +3%

	A	B	C	D	E	F	G	H	I	J	K	L
							Expended as of 11/9/2016		Balance Remaining:	Proposed Change PD - FY 2017	PC Approved 2017 Budget	Notes
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CUSTODIAL SERVICES 01-4210-3-360-1

2016 Budget \$7,120.00 5,650.00
 2017 PROPOSED SPENDING PLAN
 Weekly Cleaning @ \$100for 52weeks (2xwkly) \$5,200.00
 Strip and Wax @ \$485 ea. (2x yrlly) \$970.00
 Burnish Floors 10x @ \$95 ea. \$950.00
 \$7,120.00

Level

MEDICAL SERVICES 01-4210-3-370-1

2016 Budget \$1,200.00 675.23
 2017 PROPOSED SPENDING PLAN
 Testing/Services for New Hires/Existing Persnl. \$300.00
 Equip AED/Masks/CPR training \$300.00
 DWI Blood Testing \$300.00
 Quit Clot \$300.00
 \$1,200.00

Level

AED per MRI recommendation attempt to purchase with 2016 funding

PROSECUTION 01-4210-3-390-0

2016 Budget 14,000.00 12,833.37
 2017 PROPOSED SPENDING PLAN
 average 36 hrs per month @ \$44.13 19,100.00

looking to increase to 36 hours per month from 25

LEGAL 01-4210-?-??-?

N/A Town decided Legal invoices would be paid through Selectmen's Legal Line

Tideview total - \$4975.58

Wadleigh, Starr & Peters total - \$2885.12

RADAR 01-4210-3-390-1

2016 Budget \$1,145.00 520.00
 2017 PROPOSED SPENDING PLAN
 Radar Trailer upkeep \$200.00
 Certification 9 (trailer, 3 HH, 5 car) @ \$70 ea. \$745.00
 Misc. Expenses (brackets.forks.cables) \$200.00

\$7750.00 grant funds approved need matching funds proposing warrant article

Subtotal

\$1,145.00

\$1,145.00

0.00

625.00

520.00

\$1,145.00

\$200.00

\$745.00

\$200.00

	A	B	C	D	E	F	G	H	I	J	K	L
1												
2												
88												
89												
90	RADIO MAINTENANCE	01-4210-3-390-2										
91	2016 Budget					\$6,300.00	4,404.73		1,895.27	0.00	\$6,300.00	Level
92		2017 PROPOSED SPENDING PLAN										
93	12 @ \$88 ea.=1056					\$1,056.00						station repeater \$2710.00
94	Radio repair/maintenance					\$944.00						2 replacement portables maint plan
95	Cruiser Repeater Maint.					\$300.00						
96	Purchase station repeater					\$2,710.00						
97	Purchase 2 replacement portables					\$1,290.00						
98						\$6,300.00						
99												
100	TRAINING	01-4210-3-390-4										
101	2016 Budget					\$4,200.00	3,330.94		869.06	0.00	\$4,200.00	Level
102		20176 PROPOSED SPENDING PLAN										
103	In the Line of Duty - Training materials					\$1,100.00						
104	Training/Seminars available throughout the year					\$3,100.00						
105						<u>\$4,200.00</u>						
106												
107												
108	PHOTOGRAPHY	01-4210-3-390-4										
109	2016 Budget					\$300.00	31.92		268.08	0.00	\$300.00	Level
110		2017 PROPOSED SPENDING PLAN										
111	Misc. expenses: disks, paper, batteries, etc.					\$300.00						
112												
113												
114												
115	PUBLIC RELATIONS	01-4210-3-391-0										
116	2016 Budget					\$3,500.00	3,566.52		-66.52	0.00	\$3,500.00	Level
117		2017 PROPOSED SPENDING PLAN										
118	BARK Program, Officer Friendly					\$1,250.00						
119	Community Services (N.W./Duck Day/Police Safety wk)					\$1,050.00						
120	Child Advocacy Center contract					\$1,200.00						
121						<u>\$3,500.00</u>						
122												
123												
124												
125	TELEPHONE	01-4210-5-510-1										
126	2016 Budget					\$9,100.00	7,039.67		2,060.33			Town Managed account
127		2017 PROPOSED SPENDING PLAN										
128	Verizon Wireless aver-165 x 12					\$1,980.00						
129	Verizon Air cards aver-241 X 12					\$2,892.00						
130	Comcast landlines/Internet aver 240 x 12					\$2,520.00						

	A	B	C	D	E	F	G	H	I	J	K	L
												Notes
												PC Approved 2017 Budget
												Proposed Change PD - FY 2017
												Balance Remaining:
												Expended as of 11/9/2016
131	FairPoint emergency line aver. 104 x 12					\$1,248.00						
132	Set-up and Maint. Expenses					\$460.00						
133					Subtotal	\$9,100.00						
134												
135												
136	ELECTRICITY											
137	2016 Budget					\$6,325.00		6,325.00	4,505.86			Town Managed account
138	2017 PROPOSED SPENDING PLAN											
139						\$6,325.00						
140												
141												
142												
143	HEATING OIL											
144	2016 Budget					\$7,500.00		2,344.64	5,155.36			Town Managed account
145	2016 PROPOSED SPENDING PLAN											
146	PLANT COSTS											
147	2015 Budget					\$8,000.00		6,337.72	1,662.28	0.00	\$8,000.00	Level
148	2017 PROPOSED SPENDING PLAN											
149	Trash Pick-Up - A. Balch Inc. Dumpster Maint.					\$450.00						
150	Drinkable Water					\$200.00						
151	Yrly Fire System Inspection/Extinguisher ck 50%					\$500.00						
152	Annual Generator Maint					\$550.00						
153	AAA Annual maint					\$1,260.00						
154	Storage Units					\$1,680.00						
155	Misc upkeep/repairs/replacement/supplies					\$3,360.00						
156					Subtotal	\$8,000.00						
157												
158												
159	POLICE EQUIPMENT											
160	2016 Budget					\$5,050.00		7,494.95	-2,444.95	0.00	\$5,050.00	Level
161	2017 PROPOSED SPENDING PLAN											
162	Three bullet-proof vests					\$2,350.00						
163	Misc. Supplies/repairs/replacements					\$2,200.00						
164	flares/stop.slow/mag. flashlight batteries					\$500.00						over due to new hire equip
165	MRI recommended equip					\$5,050.00						
166												
167	OFFICE EQUIPMENT											
168	2016 Budget					\$6,580.00		6,312.35	267.65	-4,580.00	\$2,000.00	Reduce
169	2017 PROPOSED SPENDING PLAN											
170	Laser Printer Cart.					\$480.00						
171	Toshiba Copier Maint. Agree. \$91x12					\$1,100.00						
172	Routine Maint./equip replacement					\$420.00						
173					subtotal	\$2,000.00						

Warrant Article – Radar Message Unit

To see if the Town will vote to raise and appropriate the sum of Fifteen thousand five hundred dollars (**\$15,500**) to purchase a Radar Message Sign for the Auburn Police Department; and to authorize the Board of Selectmen to accept Seven thousand, seven hundred and fifty dollars (\$7,750) received through New Hampshire Department of Safety, Office of Highway Safety grant, with the balance of \$7,750 to be raised by taxes.

(Recommended/ Not Recommended by the Board of Selectmen)
(Recommended / Not Recommended by the Budget Committee)

2017 PROPOSED EXECUTIVE DEPARTMENT TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	As of December	As of December	As of December	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2013	2014	2015	2016	2016	Request	16/17	Approved	Approved
					As of October	2017		2017	2017

General Fund

Executive Department

1 01-4130-2-250-1	4,500.00	3,750.00	3,750.00	3,750.00	2,812.50	3,750.00			
Selectmen Expenses									
2 01-4130-6-620-1	1,930.80	2,217.41	2,250.00	2,250.00	1,172.09	2,000.00	-11%		
Town Report									
3 01-4130-6-660-2	2,409.82	3,919.10	4,100.00	3,700.00	3,289.96	3,700.00			
Voter Guide									
<i>Narrative for Column # 6</i>									

Advanced mailer for Deliberative Session - \$1,200; Voter Guide for March voting - \$2,500.

Executive Department Total

	8,840.62	9,886.51	10,100.00	9,700.00	7,274.55	9,450.00	-3%	0.00	0.00
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Grand Total:

	8,840.62	9,886.51	10,100.00	9,700.00	7,274.55	9,450.00	-3%	0.00	0.00
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2017 PROPOSED PERSONNEL 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
2013	2014	2015	2016	2016	Request	16/17	Approved	Approved
As of December	As of December	As of December	As of December	As of October	2017		2017	2017

General Fund

Personnel Administration

1 01-4155-2-290-0	Longevity Pay	9,250.00	10,950.00	0.00	10,350.00	-5%		
<i>Narrative for Column # 6</i> Longevity pay is included in both the Town Personnel Policy and the Police Union Collective Bargaining Agreement. In 2017, 29 employees would be eligible including 11 employees with 5-9 years (\$150)=\$1,650; 9 employees with 10-14 years (\$300)=\$2,700; 4 employees with 15-19 years (\$450)=\$1,800; 2 employees with 20-24 years (\$600) = \$1,200; and 3 employees with 25+ years (\$1,000)=\$3,000								
Grand Total:		9,250.00	10,950.00	0.00	10,350.00	-5%	0.00	0.00

2017 PROPOSED PERSONNEL ADMINISTRATION
TOWN OF AUBURN

1	2	3	4	5	6	7	8	9
Expended 2013	Expended 2014	Expended 2015	Budgeted 2016	Expended YTD 2016	Dept/Comm Request 2017	% Chg 16/17	BOS Approved 2017	Budget Comm Approved 2017
As of December	As of December	As of December	As of December	As of October				

General Fund

Personnel Administration

1 01-4155-2-210-1	Health Insurance (All Departments)	258,118.47	257,884.83	259,632.44	268,609.00	215,828.48	282,066.00	5%
<i>Narrative for Column # 6</i>		Increase in premium cost 5.9%, after June 2017 POS plans will no longer be available.						
2 01-4155-2-211-1	Dental Insurance (All Departments)	13,067.78	15,110.06	14,791.03	15,620.00	12,699.40	14,395.00	-8%
<i>Narrative for Column # 6</i>		Premium rate unchanged from 2016; there a fewer individuals on plan.						
3 01-4155-2-213-1	Disability Insurance (All Departments)	8,778.33	10,419.15	9,235.05	8,271.00	6,001.69	7,586.00	-8%
<i>Narrative for Column # 6</i>		Rate for 2017 \$.48 per \$100 of coverage, down by 4% from 2016 \$.50 per \$100. As base earnings increase, so does cost until base earnings = \$52,000 as maximum payout \$700 per week; received 66.67% of base earnings.						
4 01-4155-2-214-1	Life Insurance (All Departments)	0.00	0.00	0.00	1,688.00	1,700.00	3,000.00	78%
<i>Narrative for Column # 6</i>		Full year coverage for 2017, last year nine months of coverage. Twenty full time employees \$.25 per \$1,000 of coverage; \$50,000 coverage.						
Grand Total:		279,964.58	283,414.04	283,658.52	294,188.00	236,229.57	307,047.00	4%

Grand Total:

2017 PROPOSED EMERGENCY MANAGEMENT
TOWN OF AUBURN

9
Budget Comm
Approved
2017

8
BOS
Approved
2017

7
% Chg
16/17

6
Dept/Comm
Request
2017

5
Expended YTD
2016
As of October

4
Budgeted
2016
As of December

3
Expended
2015
As of December

2
Expended
2014
As of December

1
Expended
2013
As of December

As of December As of December As of December As of December As of October

General Fund

Emergency Management

1 01-4290-0-550-0	OEM (FEIMA) Expenditure	34,228.36	0.00	26,527.58	1.00	0.00	1.00	0.00	
2 01-4290-3-390-1	OEM Training	150.00	34.43	200.00	200.00	42.48	200.00		
3 01-4290-5-540-1	OEM-Communications	1,172.80	774.00	1,044.48	1,250.00	684.83	0.00	-100%	
4 01-4290-6-610-1	OEM Equipment & Gear	0.00	369.25	0.00	500.00	396.87	500.00		
	Emergency Management Total	35,551.16	1,177.68	27,742.06	1,951.00	1,124.18	701.00	-64%	0.00
	Grand Total:	35,551.16	1,177.68	27,742.06	1,951.00	1,124.18	701.00	-64%	0.00
		3437836	40368	2672458	70109	43935			

MUNICIPAL PEST MANAGEMENT SERVICES, INC.

21 River Rd Newington, NH 03801

TELEPHONE 603/431-0008

E-MAIL: swampfixer@swamp-inc.com

Town of Auburn, New Hampshire 2017 Mosquito- borne Disease Program

Annual occurrences of mosquito- borne diseases in New Hampshire has prompted a need for a comprehensive mosquito control program in Auburn. The program will include the integration of various methods of reducing mosquito vector species of West Nile Virus and Eastern Equine Encephalitis.

The following is a chronological sequence of proposed activities and associated costs for 2017:

January 2017

- Prepare and submit state permit application with required aerial GIS map of all known mosquito breeding areas in Auburn
- Cost: \$0

March 2017

- Locate and document specific larval habitats of "spring" mosquitoes
- Notify public regarding reporting of potential mosquito breeding areas. Answer requests for surveying properties for mosquito breeding
- Cost: \$3,685.00 (includes 100 labor hours, transportation and materials)

April 2017

- Begin larval mosquito control applications (larviciding) and microscopic species determination of larvae. Provide species specific larviciding applications targeting disease vector species.
- Update mosquito breeding areas
- Survey roadside ditches for stagnation
- Cost: \$5,830.00 (includes 225 labor hours, transportation and materials)

May 2017

- Larviciding of mosquito breeding areas and microscopic species determination of larvae
- Update aerial GIS maps of mosquito breeding areas.
- Survey roadside ditches for stagnation
- Cost: \$4,590.00 (includes 175 labor hours, transportation and materials)

June 2017

- Larviciding of mosquito breeding areas and microscopic species determination of larvae
- Initiate street catch basin larviciding and microscopic species determination. There are approximately 200 catch basins.
- Initiate weekly mosquito trapping program for disease testing. Specimens identified to species and transported to Concord for testing (West Nile Virus and Eastern Equine Encephalitis). Weekly reporting to town officials with results.
- Update aerial GIS maps of mosquito breeding areas
- Survey roadside ditches for stagnation
- Cost: \$4,490.00 (includes 165 labor hours, transportation and materials)

July 2017

- Larviciding of mosquito breeding areas and microscopic species determination of larvae
- Update aerial GIS maps of mosquito breeding areas
- Weekly mosquito trapping and disease testing program
- Cost: \$4,190.00 (includes 130 labor hours, transportation and materials)

August 2017

- Larviciding of mosquito breeding areas and microscopic species determination of larvae
- Update aerial GIS maps of mosquito breeding areas
- Weekly mosquito trapping and disease testing program
- Cost: \$4,165.00 (includes 170 labor hours, transportation and materials)

September 2017

- Larviciding of mosquito breeding areas and microscopic species determination of larvae
- Update aerial GIS maps of mosquito breeding areas
- Weekly mosquito trapping and testing program
- Cost: \$4,865.00 (includes 150 labor hours, transportation and materials)

October 2017 Weekly mosquito trapping and testing until killer frost

- Document and control melanura (EEE) mosquito breeding areas
- Complete barrier (preventative) treatments to schools and town properties, if necessary
- Update aerial GIS maps of mosquito breeding areas
- Cost: \$2,860.00 (includes 110 labor hours, transportation and materials)

Total 2017 proposed budget: \$34,675.00

Unique services included with this proposal:

- Identification and control of the EEE mosquito (*Culiseta melanura*) in swamp habitats
- Control of cattail mosquitoes
- Identification of species of larvae found in catch basins

Additional service offered at no additional cost:

- Emergency mosquito control applications completed as necessary

Michael Morrison, Entomologist

Warrant Article – Mosquito Control Program

To see if the Town will vote to raise and appropriate the sum of Thirty-four thousand six hundred and seventy-five dollars (**\$34,675**) to implement a mosquito control program to include the integration of various methods of reducing mosquito vector species of West Nile Virus and Eastern Equine Encephalitis.

(Recommended/ Not Recommended by the Board of Selectmen)

(Recommended / Not Recommended by the Budget Committee)

01-4520-9-940-1

Recreation Improvements

\$ 91,378.⁰⁰

- **Wayne Eddows - Gate Widening** \$ 2,800
- **Wayne Eddows - Ext Field Finish Gravel** \$ 6,200
- **Wayne Eddows - Back Stop Repair** \$ 7,200
- **Wayne Eddows - Connector Path** \$60,178
- **Wayne Eddows - Dugouts (6)** \$15,000



Griffin Free Public Library

Friends of the Griffin Free Public Library

PO Box 308 22 Hooksett Rd

Auburn, NH 03032

483-5374

November 8, 2016

*Office of the Selectmen
Town Hall
Auburn, NH 03032*

To whom it may concern:

This is a request from the Friends of the Griffin Free Public Library to hold a raffle.

The items raffled will be 2 gift baskets. Tickets will be \$1.00 each or 6 for \$5.00 and the drawing will be on Saturday, December 10 at the Annual Breakfast with Santa.

Please contact me if you require any further information.

Thank you for your consideration,

Nancy J. Mayland
Nancy J. Mayland
483-8974



TOWN OF AUBURN

November 14, 2016

RAFFLE PERMIT

Issued to: Friends of the Griffin Free Public Library.
C/o Nancy J. Mayland
P.O. Box 308
Auburn, NH 03032

Raffle Authorized: Tickets for Raffle of Two (2) Gift Baskets
Ticket Price: \$1.00 each or Six (6) for \$5.00
Sales Allowed: November through December 10, 2016
Drawing Date: December 10, 2016

Expiration: December 11, 2016

This permit is issued pursuant to the provisions of RSA 287-A. The Charitable Organization is responsible to ensure there are printed tickets that are distributed in compliance with the provisions of RSA 287-A.

James F. Headd, Chairman

Richard W. Eaton, Selectman

Dale W. Phillips, Selectman
AUBURN BOARD OF SELECTMEN



AUTHORIZATION FOR ADDITIONAL SERVICES

Project Name:	General Engineering Services	Date:	Nov. 10, 2016
Consultant:	STANTEC CONSULTING SERVICES	Project No.	195112922
Client:	TOWN OF AUBURN, NH	Project No.	
Location:	Auburn, NH	Change Order No.	

This is authorization for STANTEC to perform additional services on the project as noted above.

A. STANTEC agrees to perform the following additional service(s):

General Engineering Services Requested by the Town related to:

- Evaluating the proposed Police and Recreation Department Building Site Impacts at the existing Safety Complex Facility

B. CLIENT agrees to compensate STANTEC for such additional services in accordance with the terms of the initial agreement for additional amount(s) stated below:

\$ 1,650 - Time and Expense for general engineering services

C. All other terms and conditions of the original Agreement shall remain in full force and effect.

Effect on Schedule: None

By signing below, the parties agree and affirm that each has reviewed and understands the provisions set out above and that each party shall be bound by each and all of said provisions. A copy of this agreement shall serve and may be relied upon as an original.

CLIENT

Per: _____

Name: Bill Herman

Title: Town Administrator

STANTEC

Per:  _____

Name: Rene LaBranche

Title: Principal



U.S. Department
of Transportation
**Federal Highway
Administration**

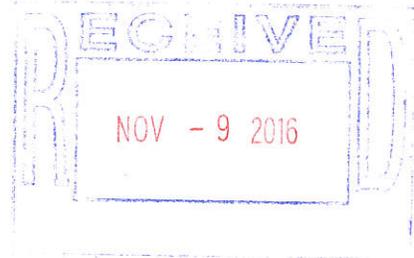
New Hampshire Division

November 04, 2016

53 Pleasant Street, Suite 2200
Concord, NH 03301
(603) 228-0417

In Reply Refer To:
HDA-NH

William Herman, Town Administrator
Town of Auburn
P.O. Box 309
Auburn, NH 03032-0309



Re: Invitation to become a Participating Agency

Dear Mr. Herman,

The Federal Highway Administration (FHWA), in cooperation with the New Hampshire Department of Transportation (NHDOT) and the Towns of Derry and Londonderry, is initiating a Supplemental Draft Environmental Impact Statement (SDEIS) for the I-93 Exit 4A Project. A Draft Environmental Impact Statement (DEIS) for the project was previously completed in 2007. The SDEIS is required to provide an up-to-date assessment of the environmental effects of the Project, taking into account changes in the affected environment, future growth projections and regulatory requirements.

The purpose of the Project is to reduce congestion and improve safety along NH 102, from I-93 easterly through downtown Derry and to promote economic vitality in the Derry/Londonderry area. The Preferred Alternative identified in the 2007 DEIS consisted of a new diamond interchange on I-93 in the Town of Londonderry, approximately one mile north of Exit 4. The new diamond interchange would provide access to the east side of I-93. A 1-mile connector roadway would be built on new alignment from the interchange to Folsom Road, near the intersection of North High Street and Madden Road, in the Town of Derry. Folsom Road, and subsequently Tsienneto Road, would be upgraded, and the intersections would be improved. Alternatives under consideration include alternative interchange locations, connector road alignments; upgrades to NH 102 and the No Build Alternative (see Figure 1, attached).

Your agency has been identified as an agency that may have an interest in the project due to the inclusion of the Town of Auburn in the project study area for indirect land use effects. With this letter, we extend your agency an invitation to become a participating agency with the FHWA in the development of the SDEIS. This designation does not imply that your agency either supports the proposal or has any special expertise with respect to evaluation of the project.

Pursuant to Section 6002 of SAFETEA-LU (23 USC 139), participating agencies are responsible to identify, as early as practicable, any issues of concern regarding the project's potential environmental or socioeconomic impacts that could substantially delay or prevent an agency from granting a permit or other approval that is needed for the project. We suggest that your agency's role in the development of the above project should include the following as they relate to your area of expertise:

1. Provide meaningful and early input on the methodologies and level of data required in the evaluation of alternatives.
2. Participate in coordination meetings and joint field reviews as appropriate.
3. Provide timely review and comment on the pre-draft or pre-final environmental documents to reflect the views and concerns of your agency on the adequacy of the document, alternatives considered, and the anticipated impacts and mitigation.

Please respond to FHWA in writing with an acceptance or denial of the invitation prior to December 04, 2016. If your agency declines to be a participating agency, the response should state your reason for declining the invitation. Pursuant to SAFETEA-LU Section 6002, any Federal agency that chooses to decline the invitation to be a participating agency must specifically state in its response that it:

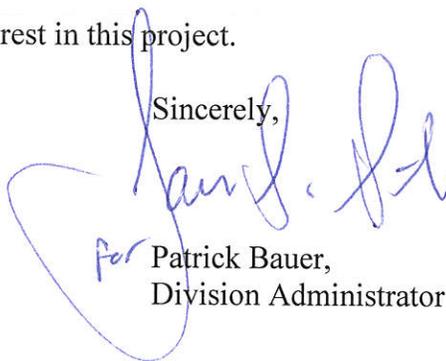
- Has no jurisdiction or authority with respect to the project;
- Has no expertise or information relevant to the project; and
- Does not intend to submit comments on the project.

A SAFETEA-LU Section 6002 Coordination Plan will be prepared to formalize the roles and responsibilities of the participating and cooperating agencies, including a project schedule. The Draft Coordination Plan will be provided to your agency for review and comment under separate cover.

For additional background information on the Project, refer to the project website at <http://i93exit4a.com/> . If you have any questions or would like to discuss in more detail the project or our agencies' respective roles and responsibilities during the preparation of this SDEIS, please contact Jamie Sikora at (603) 410-4870.

Thank you for your cooperation and interest in this project.

Sincerely,



for Patrick Bauer,
Division Administrator

I-93 Exit 4A Supplemental Draft EIS

Alternatives

- A █
- B █
- C █
- D █
- F █

Roads

- Interstate █
- Principal Arterial █
- Minor Arterial █
- Major Collector █
- Minor Collector █
- Local Road █
- Town Boundaries

Scale: 0 750 1,500 3,000 Feet

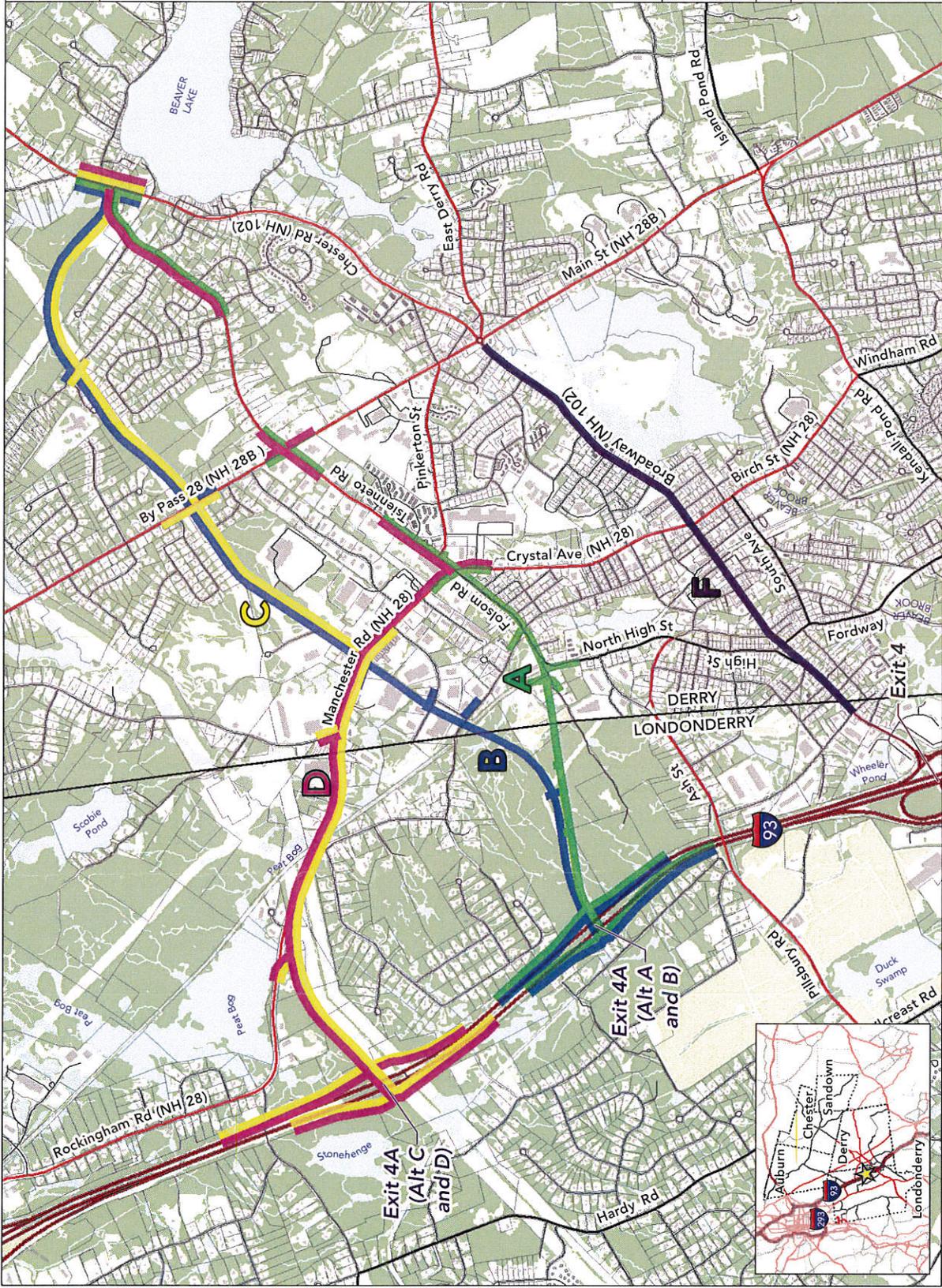
North Arrow

Coordinate System:
NAD 1983 StatePlane
New Hampshire (feet)

Date:
October 04, 2016

New Hampshire
DOT
Department of Transportation







State of New Hampshire
Public Employee Labor Relations Board

**New England Police Benevolent Association,
Auburn Police Union**

v.

Town of Auburn, Police Commission

Case No. G-0195-3

Corrected Notice of Pre-Hearing and Adjudicatory Hearing

Pre-Hearing Conference: You are hereby notified that a Pre-Hearing Conference, pursuant to Pub 202.01, will be held in the above-captioned matter at the offices of the Public Employee Labor Relations Board (PELRB), 2 ½ Beacon Street, Suite 200, Concord, New Hampshire on:

January 5, 2017 @ 8:45 a.m.

Adjudicatory Hearing: You are hereby further notified, pursuant to RSA 273-A and N.H. Code Admin. R. Pub 201.07 (a), that an Adjudicatory Hearing will be held in the above-captioned matter at the offices of the PELRB, 2 ½ Beacon Street, Suite 200, Concord, New Hampshire on:

January 24, 2017 @ 8:30 a.m.

Posting: The public employer shall file with the PELRB a Certificate of Posting using the attached form no later than 3 business days after posting. The Certificate of Posting shall document that the employer displayed copies of this notice at its administrative offices and at the locations where affected employees work on the next working day following receipt of this notice. The notice shall be displayed in compliance with the requirements of Pub 201.07 (b).

All parties are entitled to be represented by legal counsel at their own expense. Please visit www.nh.gov/pelrb for directions to PELRB offices.

Date Issued: November 9, 2016

Douglas L. Ingersoll, Esq.
Executive Director

Distribution: Peter Perroni, Esq.
Kathleen C. Peahl, Esq.

**Town of Auburn
Board of Selectmen
Workshop Meeting
November 9, 2016**

Selectmen Present: James Headd, Richard Eaton and Dale Phillips

Also Present: Police Lieutenant Ray Pelton, Detective Sergeant Charles Chabot, Office Manager Lillian Deeb and Town Administrator William Herman.

Mr. Headd called the meeting to order at 9:30 a.m.

Potential Police Department Garage / Storage Building

Mr. Herman provided copies of materials that had been submitted to the Planning Board for the Capital Improvement Plan (CIP) process for a potential garage / storage building for the Police Department. Part of the information included site plans and cost estimates for a couple of different size facilities which had been developed at the Board of Selectmen's request by Stantec in 2011. He suggested these might be a starting point for a discussion on this potential project.

Mr. Eaton noted he has had conversations with several individuals and feels the Town could serve as its own general contractor for a project of this nature that could address needs of the Police Department for a garage and storage; Parks & Recreation for storage and Town Hall storage.

He indicated he had done some rough estimating and felt potentially a three bay building with storage available on both the first and second floor might be the way to go. He felt a 48-foot structure could provide cover for upwards of four cruisers, radar trailer, ATV unit, lockers and general storage for the Police Department; storage space for the Parks & Recreation operations, and the election equipment maintained by the Town Hall.

Mr. Eaton felt a building of simple construction on a concrete slab with steel beams for support of the second floor and not having support columns in the lower level in order to have a totally open garage space. The facility would need basic electric, plumbing for a bathroom, and a forced hot air heating system. He also strongly felt foam insulation with a high "R" factor would be appropriate. Due to the nature of the building, he felt probably no windows on the lower level, but possible some dormers or windows on the second floor to allow some natural light.

He also indicated Alan Villeneuve had suggested to him the potential of a three-story facility with a pre-cast cement basement area that could serve as the Parks & Recreation portion of the building, with the Police Department garage and storage

components in the upper two levels. There may be some trade-offs in size and construction approach to this type of facility, but it could also be a viable approach to tackling this facility.

Lt. Pelton indicated the facility may also be used to store large items of evidence (such as a vehicle) if the need arose. Currently, they are unable to do that due to a lack of secure space. The building would also need to be outfitted with an alarm system to ensure the security of the records and other materials that would be stored.

Lillian Deeb and Sergeant Chabot indicated an interest in re-locating the lockers of the officers from the main part of the police department to this building to free up space within the main building. Ms. Deeb also felt with a fully open space on the first floor and no columns, the space could also at times be used for training programs by pulling cruisers out and setting up some tables or other equipment.

Sergeant Chabot reviewed the materials that had been submitted for the CIP process, and indicated the listing of 14 requirements provided by PD Staff was still a valid list of what the department would like to achieve if possible.

Mr. Herman suggested advance consideration be given to establishing the record storage area, with some equipment similar to what has been installed in the land use file room or the records storage vault at the Town Hall. He suggested it can be designed to the intended space and it would never be easier than to have it installed during the initial construction so the records only need to be moved once. Sergeant Chabot and Ms. Deeb inspected the record storage systems in the two areas of the Town Hall for ideas.

Mrs. Phillips indicated that with the sale of the former fire and police station on Raymond Road, the Board felt they had an initial \$141,000 to dedicate to this project. They recognized that would not be enough for the full project, but it would be a good investment for the Town to make.

The Selectmen felt the next step needed to be to determine what size facility and what location is possible on the Safety Complex property. Part of this would involve physically reviewing the property, including traffic patterns and use, as well as the Site Plan for the facility – and then roughly scoping out what is possible. Mr. Herman indicated Rene LaBranche of Stantec had done some of that when he prepared initial concepts in 2011. It probably would not be too difficult for them to pick-up from there and provide the Board with the information they need. The Board was in agreement, and Mr. Eaton indicated he would contact them to try and secure a quick scope of work in time for the Selectmen's next meeting.

Other Business

Mr. Headd indicated he had been approached about the potential of naming the skating rink facility on Eaton Hill Road after a former resident. He was not sure what process

the Town should follow, but wanted the Board members to be aware of the interest. Mr. Herman indicated the Town had no policy, so it would be up to the discretion of the governing board. He suggested a better approach may be the establishment of a memorial bench; a tree planting with a sign or plaque or something of that nature. The Board members were in agreement.

Mr. Headd also indicated he had been approached by Russell Sullivan concerning the Board's current consideration of working on the front stairs and front roof of the Town Hall. He had suggested the Board look at the design a prior Board has developed that would lower the front entrance to ground level and also move the handicapped life to the front of the building versus the rear. Mr. Eaton indicated he had been approached as well.

Mr. Herman reported this had early on been looked at when the Town Hall renovation project was first being developed approximately seven years ago. The proposal did make for an attractive front entrance to the building and eliminated the concerns with the front stairs in the winter months, but it added approximately \$150,000 to the project costs, and the Board at the time agreed that would not work. He indicated even if the lift was not re-located and the Board only looked at removing the stairs and bringing the entrance to ground level, people would be coming into the building in a spot in-between the first and second floor, which would require a fairly substantial re-configuration of both floors of the building in the front to accommodate stairs leading both up to the office area on the first floor, as well as downstairs to the meeting room.

The Board members agreed they could look at it, but felt what they were looking at would cost in the area of \$15,000, while even a scaled back version of the totally re-designed entrance was probably a minimum of \$100,000.

Adjourn

Mr. Eaton moved to adjourn; Mrs. Phillips seconded the motion. All were in favor, the motion passed and the meeting adjourned at 10:30 a.m.