

**Town of Auburn
Board of Selectmen
December 6, 2021
Town Hall**

7:00 p.m.

() Call to Order – Pledge of Allegiance

Approval of Accounts Payable Manifest for the Week of November 29, 2021 -- \$16,900.00

Approval of Payroll Manifest for the Week of December 6, 2021

Approval of Consent Agenda – Week of December 6, 2021

() Appointments with the Board

- Fire Chief Mike Williams – Monthly Meeting
- Ed Gannon, 157 Windsor Drive

() FY 2022 Town Budget

- Update of Status of FY 2022 Budget

() New Business

- Heating System Repairs – Safety Complex

() Old Business

- Goal Setting Meeting for 2022

() Report / Comments of Ex-officio Board Representatives

() Other Business

() Next Meetings / Events

- Monday, December 13, 2021 – Board of Selectmen's Meeting – 4:00 PM
- Monday, December 20, 2021 – Board of Selectmen's Meeting – 7:00 PM

() Minutes

- November 29, 2021 Public Meeting

() Adjourn

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."



TOWN OF AUBURN, NEW HAMPSHIRE

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



Fire Chief Michael Williams

Deputy Fire Chief Robert Selinga

Auburn Fire-Rescue Department Monthly Report November 2021

The Auburn Fire Rescue Department responded to 50 Incidents for the month, Incident responses are broken down as listed below.

Building Fire:	1
Vehicle/equipment Fires:	0
Brush:	0
Fires, all other:	0
Alarm Call no fire:	6
Hazardous Conditions:	1
Rescue/EMS:	27
Service calls:	9
Good intent calls:	6

Total: 50

Fire Chiefs Report

- Attended the selectmen's meeting to review my monthly Fire Department report.
- Hosted Bimonthly Officers meeting.
- Submitted the monthly call firefighter payroll and stipends.
- Monthly NHIFRS reports were exported to the State of N.H.
- Attended final budget hearing with the Selectmen and budget committees.
- AFD Members assisted AVS with Thanksgiving baskets.
- AFD Members assisted Santa with a ride to the school for the tree lighting.
- Continued to prepare the area @ the complex for the new PPE extractor and dryer, a December install is planned.
- Received delivery on our new air bag and regulator.
- Received delivery on some new fire hose.
- Attended the Carnegie award presentation @ Town Hall.

- Greenwood fire apparatus completed work on Engine 2 and ladder 1
- NH distributors delivered a pallet of Budweiser water in a promotion to first responders.
- Responded to emergencies and meetings as needed and required.
- I continually meet with Fire officers and Department members as needed and required.

Fire Prevention Report

- 2 Annual life safety inspections.
- 0 Oil burner inspections completed.
- 0 Fire separation inspection completed.
- 0 rough residential fire sprinkler inspection completed.
- 1 Wood stove inspection completed.
- 0 Oil tank inspection completed.
- 0 Fireworks inspection completed.
- 3 Pellet stove inspection.
- 1 Place of assembly permit.

Deputy Fire Chief Bob Seling

- Assists with checking members off on fire apparatus as driver/operators.
- Responds to emergencies as requested.
- Coordinates and fills per diem weekend coverage shifts.
- Working on updating the gator policy.
- Assists the Fire Chief with many departments related issues.

Fulltime Day Crew

- Completed many fire prevention week events @ AVS and at local daycares.
- Both fulltime members attended driver operator training.
- Prepared new PPE/Drying room.
- Completed dry hydrant/cistern inspections.
- Worked on updating the cistern/dry hydrant PowerPoint presentation.
- Weekly, Daily assigned tasks.
- Complete daily vehicle checks.
- Completes daily station chores.
- Worked with parks and rec on removing flags from downtown telephone poles.
- Responds to emergencies as requested, see report.
- Assisted with fire Inspections as needed.

Captain Pat Glennon (Facilities)

- Responds to emergencies as requested.
- Coordinate's vehicle maintenance issues for repairs.
- Coordinated loam delivery @ station 2 around new pavement.
- Scheduled repairs of door 6 @ the complex, wiring issue.
- E2 and I1 auto ejects were repaired.
- Assisted with air bag training.
- Attended Fire officers meeting.
- Coordinates Safety Complex and Station 2 repairs.
- Completed setting up red alert vehicle inspection forms.
- Ordered Station supplies.

Captain Matt Barsaleau (Training)

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Issued PPE as needed and requested.
- Coordinated SCBA recert training.
- Coordinated driver operator program.
- Matt Coordinates firefighter training for AFD.
- Worked with his crews on training requirements.

Lieutenant Chris Szatynski (Crew #1 SCBA, Radios)

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Working with a new crew member on initial training.
- Assisted with new portable radio specs.
- Worked with his assigned crew on training requirements.

Lieutenant Todd Dignard (Crew #2, Small tools & equipment)

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Placed new airbags in service.
- Placed new fire hose in service.
- Working with a new crew member on initial training.
- Worked with his assigned crew on training requirements.
- Order new fire hose and air bags.

Lieutenant Mike Sullivan (Crew #3 EMS)

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Working with a new crew member on initial training.
- Worked with his assigned crew on training requirements.
- Orders required EMS supplies as needed.
- Serves as our EMS coordinator assisting members with NH licensing, EMS training, ect.
- Coordinates Monthly EMS training schedule, send out EMS training updates.
- Qc's all EMS TEMSIS reports.



Auburn Fire November 2021 Statistics

Calls by Day of the Week	Nov 2021
Monday	9
Tuesday	6
Wednesday	6
Thursday	9
Friday	5
Saturday	6
Sunday	9
Total	50

Fire / EMS Calls for Nov 2021	
EMS Calls for Service	31
Fire Calls for Service	19
Total Calls For Service	50

Calls by Response Area	Nov 2021
Grid AFD1	12
Grid AFD2	3
Grid AFD3	16
Grid AFD4	9
Grid AFD5	1
Grid AFD6	0
Mutual Aid Given	9
Total	50

Fire and Rescue Responses by Type Nov 2021	
Building Fire	1
Vehicle/ Heavy Equipment Fire	0
Brush	0
Fires, other types	0
Alarm call no fire	6
Hazardous Condition	1
Good Intent	6
Service Call	9
Emergency Medical Services	27
Total Responses	50

Simultaneous Incidents	Occurrences	Total	Simultaneous Incidents
Single Call	39	39	0
Two Calls Simultaneously	4	8	8
Three Calls Simultaneously	1	3	3
Four Calls Simultaneously	0	0	0
Five or More Calls Simultaneously	0	0	0
Totals		50	11
Nov 2021			22%

Mutual Aid/Auto Aid Given	Oct 2021
Bedford	0
Candia	0
Chester	8
Deerfield	0
Derry	0
Hampstead	1
Hooksett	0
Hudson	0
Litchfield	0
Londonderry	0
Manchester	0
Northwood	0
Pelham	0
Raymond	0
Salem	0
Sandown	0
Windham	0
Total	9

Mutual Aid Received	Time of Day	Count
Candia 0	00:00 - 00:59	0
Chester 8	01:00 - 01:59	1
Deerfield 0	02:00 - 02:59	2
Derry 1	03:00 - 03:59	2
Hampstead 0	04:00 - 04:59	0
Hooksett 0	05:00 - 05:59	0
Hudson 0	06:00 - 06:59	1
Litchfield 0	07:00 - 07:59	1
Londonderry 0	08:00 - 08:59	2
Litchfield 0	09:00 - 09:59	2
Londonderry 0	10:00 - 10:59	6
Manchester 0	11:00 - 11:59	5
Manchester 0	12:00 - 12:59	5
NH Ranger 0	13:00 - 13:59	3
Raymond 0	14:00 - 14:59	4
Sandown 0	15:00 - 15:59	1
Total 9	16:00 - 16:59	1
	17:00 - 17:59	4
	18:00 - 18:59	3
	19:00 - 19:59	4
	20:00 - 20:59	1
	21:00 - 21:59	1
	22:00 - 22:59	1
	23:00 - 23:59	0
	Total Alarms	50

EMD Call Code	Oct 2021
ALPHA	7
BRAVO	2
CHARLIE	4
DELTA	6
ECHO	2
NONE	8
OMEGA	0
Grand Total	29



TOWN OF AUBURN

November 15, 2021

Mr. Edward Gannon
157 Windsor Drive
Auburn, NH 03032

Dear Mr. Gannon:

I am writing in response to your communications which was hand delivered to the Town Hall on November 10, 2021 requesting *"the data and tables (of information previously requested) be extracted into SQL format."*

Your request was provided to the Fire Chief who consulted with the Red Alert Team and the Town's IT support vendor. We have been advised that to fulfill your request, it would still take an effort to create a custom request and/or report that the Town's current Cloud-based system does not provide.

Chief Williams has provided a different report than the one previously provided that he felt might be helpful in trying to address your inquiry.

At this point, this is the best that can be done within the confines of the Right-to-Know law to attempt to meet the request for information that you have submitted.

Thank you for your consideration.

Sincerely,
TOWN OF AUBURN

William G. Herman, CPM
Town Administrator

Enclosure

Cc: Board of Selectmen
Michael Williams, Fire Chief

Auburn Fire Department

Personnel Percentage Breakdown

Date Range: From 09/30/2010 to 01/01/2020
 Company: All Companies
 Reason: All Reasons
 Status: AC, FT
 Type: All Personnel Types
 Rank: All Personnel Ranks
 Order: None selected

ID#	Last Name, First	Week Day (Monday - Friday)			Week End (Saturday and Sunday)			Total
		Day Incident Percent	Evening Incident Percent	Night Incident Percent	Day Incident Percent	Evening Incident Percent	Night Incident Percent	
103	Rossino, Joseph	0.48	12.06	0.84	8.06	13.49	6.64	6.49
105	Larson, Fred	4.82	12.91	6.33	13.04	9.63	7.03	8.88
108	Chapdelaine, Alex	24.75	10.64	43.67	17.32	9.11	32.81	20.30
112	Stratton, Tyler	0.83	1.13	0.21	0.86	1.05	0.78	0.88
113	Flores, Andrew	0.00	0.00	0.00	0.00	0.00	0.00	0.00
115	Boyle, Ryan	2.02	0.28	1.48	1.37	0.18	1.17	1.15
117	Soucy, Matt	0.00	0.57	0.00	0.51	0.00	0.39	0.24
118	Davis, Steve	1.13	0.78	0.84	2.92	2.10	0.00	1.27
119	Ball, Derek	0.00	0.00	0.00	0.00	0.00	0.00	0.00
122	Lappas, Cody	0.00	0.00	0.00	0.00	0.00	0.00	0.00
123	LaPrade, Michael	0.00	0.00	0.00	0.00	0.00	0.00	0.00
124	Evans, Robert	0.00	0.00	0.00	0.00	0.00	0.00	0.00
126	Britton, Duncan	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	Barsaleau, Matthew	3.21	7.30	4.43	8.06	6.65	3.52	5.47
16	Williams, Mike	1.19	1.63	2.11	2.57	1.05	1.95	1.59
17	Alling, Morton	2.68	19.93	12.03	19.21	25.57	18.75	13.85
18	Brown, Douglas	2.80	10.35	3.80	10.81	16.29	16.41	8.22
22	Vail, Kevin	1.96	9.50	5.49	9.95	14.89	9.77	7.26
25	Glennon, Patrick	73.53	16.10	10.34	4.63	3.50	4.69	31.58
27	Seling, Robert	1.61	6.95	7.38	14.41	6.48	12.11	6.27
29	Lavalley, Phillip	2.91	4.75	1.90	4.63	5.25	2.34	3.78
30	Szatynski, Christopher	32.06	32.06	25.32	30.53	25.74	24.22	30.11
40	Mozier, Michael	3.57	22.62	16.24	22.13	30.47	23.05	16.44
44	Lavoie, Jeremy	15.35	24.11	10.76	23.16	16.46	14.84	18.41
50	Dignard, Todd	7.20	40.71	36.50	45.80	57.09	49.22	31.90
57	Sullivan, Michael	5.41	4.04	0.84	4.80	2.28	2.34	4.00
6	Ziemba, Chris	0.77	5.46	4.64	6.35	7.36	3.91	4.04
64	Dennis, Richard II	0.06	0.21	0.00	0.17	0.35	0.00	0.14
65	Phillips, Alex	11.42	36.74	37.76	32.08	53.59	48.05	30.25
68	Quimby, Sage	4.22	9.43	5.49	11.66	12.61	5.08	7.70
RETIRED	Thompson, Jim	23.02	13.62	29.75	29.85	6.65	23.05	19.92
130	Richards, Levi	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	Stamoulis, Demetrios	0.00	0.00	0.00	0.00	0.00	0.00	0.00
131	Blais, Paul	0.00	0.00	0.00	0.00	0.00	0.00	0.00
132	Sheldon, James	0.00	0.00	0.00	0.00	0.00	0.00	0.00
133	O'Callaghan, Michael	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Events		1,681	1,410	474	583	571	256	4,975
Total Attendance		3,816	4,285	1,271	1,894	1,872	799	13,937
Average Attendance		2.27	3.04	2.68	3.25	3.28	3.12	2.80

Day: 07:00 - 14:59; Evening: 15:00 - 22:59; Night 23:00 - 06:59

Auburn Fire Department

Personnel Percentage Breakdown

Date Range: From 09/30/2010 to 01/01/2020
 Company: All Companies
 Reason: All Reasons
 Status: AC, FT
 Type: All Personnel Types
 Rank: All Personnel Ranks
 Order: None selected

ID#	Last Name, First	Week Day (Monday - Friday)			Week End (Saturday and Sunday)			Total Incident Percent
		Day	Evening	Night	Day	Evening	Night	
		Incident Percent	Incident Percent	Incident Percent	Incident Percent	Incident Percent	Incident Percent	
103	Rossino, Joseph	0.48	12.06	0.84	8.06	13.49	6.64	6.49
105	Larson, Fred	4.82	12.91	6.33	13.04	9.63	7.03	8.88
108	Chapdelaine, Alex	24.75	10.64	43.67	17.32	9.11	32.81	20.30
112	Stratton, Tyler	0.83	1.13	0.21	0.86	1.05	0.78	0.88
113	Flores, Andrew	0.00	0.00	0.00	0.00	0.00	0.00	0.00
115	Boyle, Ryan	2.02	0.28	1.48	1.37	0.18	1.17	1.15
117	Soucy, Matt	0.00	0.57	0.00	0.51	0.00	0.39	0.24
118	Davis, Steve	1.13	0.78	0.84	2.92	2.10	0.00	1.27
119	Ball, Derek	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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124	Evans, Robert	0.00	0.00	0.00	0.00	0.00	0.00	0.00
126	Britton, Duncan	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	Barsaleau, Matthew	3.21	7.30	4.43	8.06	6.65	3.52	5.47
16	Williams, Mike	1.19	1.63	2.11	2.57	1.05	1.95	1.59
17	Alling, Morton	2.68	19.93	12.03	19.21	25.57	18.75	13.85
18	Brown, Douglas	2.80	10.35	3.80	10.81	16.29	16.41	8.22
22	Vail, Kevin	1.96	9.50	5.49	9.95	14.89	9.77	7.26
25	Glennon, Patrick	73.53	16.10	10.34	4.63	3.50	4.69	31.58
27	Seling, Robert	1.61	6.95	7.38	14.41	6.48	12.11	6.27
29	Lavalley, Phillip	2.91	4.75	1.90	4.63	5.25	2.34	3.78
30	Szatynski, Christopher	32.06	32.06	25.32	30.53	25.74	24.22	30.11
40	Mozier, Michael	3.57	22.62	16.24	22.13	30.47	23.05	16.44
44	Lavoie, Jeremy	15.35	24.11	10.76	23.16	16.46	14.84	18.41
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57	Sullivan, Michael	5.41	4.04	0.84	4.80	2.28	2.34	4.00
6	Ziemba, Chris	0.77	5.46	4.64	6.35	7.36	3.91	4.04
64	Dennis, Richard II	0.06	0.21	0.00	0.17	0.35	0.00	0.14
65	Phillips, Alex	11.42	36.74	37.76	32.08	53.59	48.05	30.25
68	Quimby, Sage	4.22	9.43	5.49	11.66	12.61	5.08	7.70
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130	Richards, Levi	0.00	0.00	0.00	0.00	0.00	0.00	0.00
128	Stamoulis, Demetrios	0.00	0.00	0.00	0.00	0.00	0.00	0.00
131	Blais, Paul	0.00	0.00	0.00	0.00	0.00	0.00	0.00
132	Sheldon, James	0.00	0.00	0.00	0.00	0.00	0.00	0.00
133	O'Callaghan, Michael	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Events		1,681	1,410	474	583	571	256	4,975
Total Attendance		3,816	4,285	1,271	1,894	1,872	799	13,937
Average Attendance		2.27	3.04	2.68	3.25	3.28	3.12	2.80

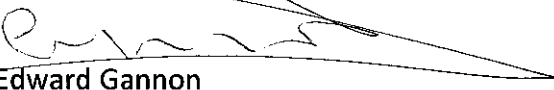
Day: 07:00 - 14:59; Evening: 15:00 - 22:59; Night 23:00 - 06:59

91-A Request

Mr. Herman,

Apparently, my attempt to make this request much simpler was not recognized. Unfortunate but not a surprise. Luckily as I have stated in the past, I have several years of experience in SQL. Therefore, I am now requesting that the data and tables be extracted into SQL format. Unfortunately, this will equal far more work for the Fire Chief. But SQL is the format the data is stored in by the town and therefore no longer a violation of the cited RSA.

I await your next response



Edward Gannon

157 Windsor Dr



TOWN OF AUBURN

November 10, 2021

Mr. Edward Gannon
157 Windsor Drive
Auburn, NH 03032

Dear Mr. Gannon:

I am writing in response to your communications of November 9, 2021 requesting "a detailed vendor report explaining what work was done for all expenditures paid to" five named vendors "for the 2020 fiscal year".

There is no such vendor report generated by any system of the Town of Auburn, so there is no such report that can be provided to you pursuant to your 91-A request.

What is available are the individual invoices submitted by each vendor throughout the course of the 2020 fiscal year that would identify what work was performed by each vendor you have expressed an interest in. Those invoices are available for your review and copying at the Town Hall should you wish to do so. You would need to make that request of the finance staff in the Selectmen's Office, so they have time to pull those records from the archived files to make them available to you.

I can indicate that two of the vendors you have cited, Bruce E. Rolfe and James A. Brooks, only provide trucks, equipment and personnel for snow removal operations in the winter months. They do not work for the Town on a year-round basis.

Thank you for your consideration.

Sincerely,
TOWN OF AUBURN

William G. Herman, CPM
Town Administrator

Cc: Board of Selectmen
Michael Dross, Road Agent
Patricia Rousseau, Finance Director

91-A Request

I am requesting A detailed vendor report explaining what work was done for all expenditure's paid to the following people for the 2020 fiscal year.

1. Bruce E. Rolfe
2. Michael Dross
3. James A Brooks
4. JH Rolfe Construction
5. Scott Rolfe

Edward Gannon

157 Windsor



Supplemental 91-A Request

Mr. Herman,

In your most recent correspondence dated November 2, 2021, you cited RSA 91-A; 4, VII which states that *"Nothing in this chapter shall be construed to require a public body or agency to compile, cross-reference, or assemble information into a form in which it is not already kept or reported by that body or agency"*.

Understanding this I am making an additional **91-A request** to export into Microsoft Excel all the Database tables that relate to my request made on 10/28/2021. Since I am requesting electronic exports of the tables Chief Williams will not need to "compile, cross reference, or assemble information into a form which is not kept by the body or agency". Meaning this request does not violate the language of the cited RSA as the information is already kept in this format and several reports are already generated from these tables. As I stated before I have completed several classes on database management specifically of relational database systems, this coursework including Structured Query Language associated with Microsoft SQL. Specifically, I worked with Alpine software and the Redalert system for many years during my tenure at the Derry Fire Department.

Edward Gannon

157 Windsor Dr.





TOWN OF AUBURN

November 8, 2021

Mr. Edward Gannon
157 Windsor Drive
Auburn, NH 03032

Dear Mr. Gannon:

I am writing in response to your follow-up communications of November 5, 2021 that suggests exporting database tables from software programs managed by the Auburn Fire Department into Microsoft Excel format does not violate the standards of the Right to Know Law, specifically RSA 91-A: 4, VII.

Unfortunately, legal counsel has advised us that your request for the Town to convert database tables from their current format to a different format is not something the Right to Know law provides.

The statute requires the Town to produce the electronic files in the format preserved by the Town. But there is no requirement to provide the material by converting it to another format. As a result, our original response of November 2, 2021 stands, and the reports previously provided are what we can provide in response to your original request.

Thank you for your consideration.

Sincerely,
TOWN OF AUBURN

William G. Herman, CPM
Town Administrator

Cc: Board of Selectmen
Michael Williams, Fire Chief



TOWN OF AUBURN

November 2, 2021

Mr. Edward Gannon
157 Windsor Drive
Auburn, NH 03032

Dear Mr. Gannon:

I am writing in follow-up to your correspondence received on October 28, 2021 that requests a report listing *"all members last name, the town that those members reside in and the number of emergencies each member responded to in the time between 01/01/2020 and 09/30/2010."*

We referred your request to Fire Chief Michael Williams who advises the Department's systems do not generate specifically the type of report that you have requested. Although not specifically how you requested the information, Chief Williams has provided two different reports including one that summarizes the overall activity of the department during the 10-year time span you requested and the other provides details as to the number of incidents each member responded to during that same time frame.

With this letter I would note that RSA 91-A; 4, VII specifically states: *"Nothing in this chapter shall be construed to require a public body or agency to compile, cross-reference, or assemble information into a form in which it is not already kept or reported by that body or agency."*

At this point, it is my understanding these reports are the closest we are able to generate from our systems at the Auburn Fire Department.

Thank you for your consideration.

Sincerely,
TOWN OF AUBURN

William G. Herman, CPM
Town Administrator

Enclosures

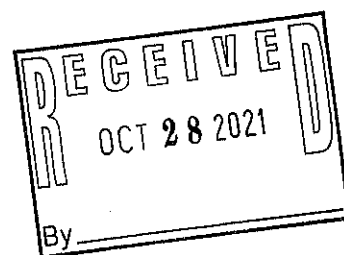
Cc: Board of Selectmen

91-A Request

This is a request for the following information from the Auburn Fire Department. This 3-column report should be approximately a page two at the most. All members last name, the town that those members reside in and the number of **emergencies** each member responded to in the time between 01/01/2020 and 09/30/2010. I understand the department has changed from Firehouse software to red alert from Alpine software. Part of that roll over should have included data migration from one system to another. Having worked with the red alert in Derry during the migration for the town of Windham I am sure all the information is there. If not, a simple ODBC connection will connect the new and old data therefore, I expect no delays with this request.

Edward Gannon

157 Windsor Dr.



Manpower by Month

Auburn Fire Department

Date Range: From 09/30/2010 to 01/01/2020
Equipment Type(s): All Equipment Types

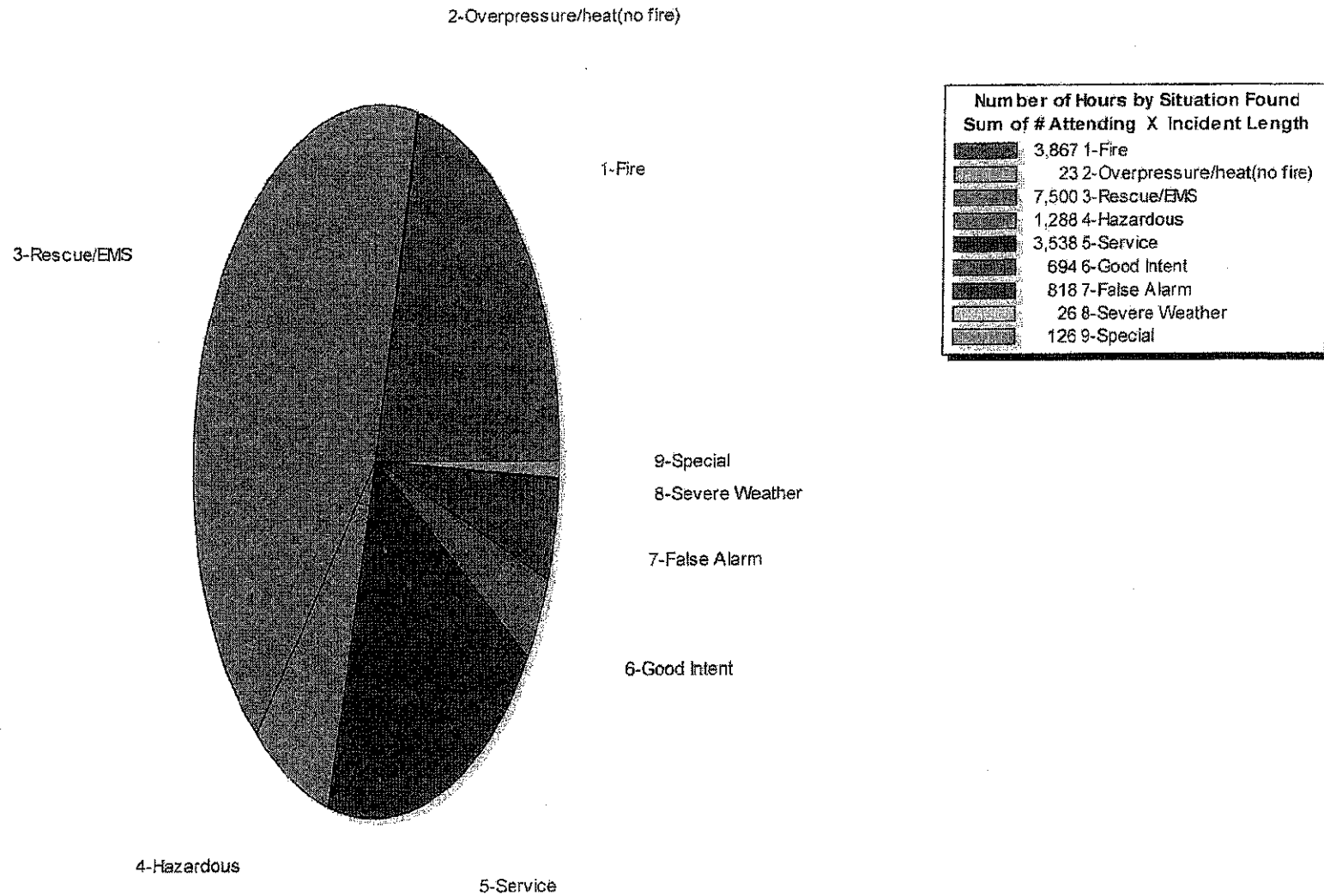
Time of Day	Number of Calls	Length of Calls (Hrs)	Man Power Attendance	Man Power (Hours)	Total Mileage
January	407	244.7	2,309	1,365.67	0.00
February	368	218.8	2,142	1,455.65	0.00
March	322	176.3	1,927	1,081.64	0.00
April	395	280.6	2,342	1,628.64	0.00
May	434	308.5	2,248	1,585.02	0.00
June	426	339.1	2,065	1,517.89	0.00
July	413	282.3	2,154	1,471.79	0.00
August	428	245.4	2,181	1,332.96	0.00
September	401	300.4	2,053	1,607.44	0.00
October	472	258.6	2,438	1,622.95	0.00
November	474	302.3	2,639	1,724.70	0.00
December	433	242.2	2,331	1,360.98	0.00
Totals	4,973	3,199.4	26,829	17,755.33	0.00

Manpower Hours by Sitation Found

Auburn Fire Department

Date Range: From 09/30/2010 to 01/01/2020





Equipment Type(s): All Equipment Types



Average Attendance Graph

Auburn Fire Department

Date Range: From 09/30/2010 to 01/01/2020
Equipment Type(s): All Equipment Types

Attendance	Total Number of Calls	Total Calls
0 - 4		2,186
5 - 9		2,276
10 - 14		466
15 - 19		41
20 - 24		3
25 - 29		1
30 - 34		0
35 - 39		0
40 - 44		0
45 - 49		0
50 - 54		0
55 - 59		0
60 - 64		0
65 - 69		0
70 - 74		0
75 - 79		0
80 - 84		0
85 - 89		0
90 - 94		0
95 - 99		0
> 100		0
Total NFIRS Reports Evaluated		4,973

Incident Number 2019-000053
Lowest Attendance 0
Incident Number 2010-000432
Highest Attendance 29
Total Average 5

Auburn NH Fire Dept

Year-to-date Incident Participation

**Activity Date Between {09/30/2010} And
{01/01/2020}**

Staff Id/Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
RETIRED 2 Aguilera, Felix	31	30	19	25	25	18	20	23	24	37	33	29	314	6.31
RETIRED 3 Aliberti, Robert E	36	34	47	41	15	18	28	29	27	31	28	33	367	7.37
17 Alling, Morton	71	56	53	52	47	45	31	52	63	46	76	97	689	13.85
RETIRED 5 Anderson, Jeffrey W	1	5	0	0	0	0	2	0	4	1	3	0	16	0.32
RETIRED 6 Anderson, Susan	1	0	0	0	0	0	0	0	0	0	0	0	1	0.02
000 available, available	0	2	1	1	0	0	1	0	2	3	1	0	11	0.22
26 Aviza, John E.	58	43	46	58	45	35	33	35	41	41	49	43	527	10.59
RETIRED 7 Baril, Brandon	3	12	5	3	10	2	4	6	2	15	4	0	66	1.32
15 Barsaleau, Matthew	18	29	30	26	20	24	18	20	20	12	23	32	272	5.46
RETIRED 9 Battistelli, Eric C	8	15	11	8	5	9	2	13	1	10	11	10	103	2.07
RETIRED 11 Blais, Leo	0	1	0	0	1	1	0	0	2	2	2	2	11	0.22
RETIRED 12 Blais, Michael Paul	14	20	11	17	19	16	18	25	24	27	11	8	210	4.22
RETIRED 13 Blais, Paul	21	13	7	9	8	9	10	7	6	21	14	16	141	2.83
RETIRED 14 Boudreau, Ryan	15	4	4	3	3	8	7	9	12	3	6	13	87	1.74
115 Boyle, Ryan	4	6	4	5	2	8	7	4	2	4	9	2	57	1.14
18 Brown, Douglas	39	30	25	38	41	31	33	27	23	36	40	46	409	8.22
RETIRED 15 Burkush, Thomas	0	0	0	0	1	0	0	0	0	0	1	3	5	0.10
RETIRED 16 Burnett, John	6	2	2	4	3	4	1	0	0	0	0	1	23	0.46
RETIRED 17 Butcher, Gordon	0	1	0	0	2	0	0	0	0	0	1	1	5	0.10
RETIRED 18 Butler, George	2	2	1	1	1	1	0	3	0	7	3	6	27	0.54
139 Campbell, Colby	12	4	2	15	13	14	8	15	2	6	8	9	108	2.17
RETIRED 19 Cartier, Marcus W	2	6	6	6	7	4	3	1	4	17	8	2	66	1.32
RETIRED 21 Cassell, John R	0	1	0	1	0	0	1	1	0	2	0	0	6	0.12
108 Chapdelaine, Alex	78	69	60	63	89	80	86	100	85	91	117	93	1,011	20.32
RETIRED 23 Christian, Matthew	0	0	5	5	5	4	5	2	8	4	9	1	48	0.96
RETIRED 25 Clement, Jacob	0	0	0	0	0	1	0	0	0	0	0	0	1	0.02
121 Cote, Hanna	0	0	2	12	14	6	11	11	6	7	9	4	82	1.64
RETIRED 27 Coulter, Jason	28	20	19	18	11	18	26	12	18	16	18	16	220	4.42
RETIRED 28 Croteau, Brian	14	7	9	9	4	9	7	19	7	19	19	14	137	2.75
118 Davis, Steve	0	0	0	0	0	0	0	0	0	12	27	24	63	1.26
RETIRED 30 Defina, Jason	0	0	0	1	0	0	0	0	0	0	0	0	1	0.02
RETIRED 31 Degroot, Robert	13	10	12	16	15	15	4	8	15	20	25	18	171	3.43
64 Dennis, Richard II	1	2	0	0	0	0	0	2	0	0	1	1	7	0.14
RETIRED 32 Dennis, Richard III	1	3	8	17	8	4	6	6	4	1	5	2	65	1.30
RETIRED 33 Derosiers, Ronald	41	30	19	28	5	13	26	7	31	46	44	30	320	6.43
50 Dignard, Todd	122	105	112	144	159	128	130	133	114	153	159	128	1,587	31.91
RETIRED 35 DiPietro, Michael C	0	1	0	0	0	0	0	0	0	0	0	0	1	0.02
RETIRED 36 Dubois, Easton	43	35	27	37	27	26	20	34	41	36	46	27	399	8.02
RETIRED 37 Dyche, Dean	2	6	3	0	8	9	4	5	1	8	10	10	66	1.32
RETIRED 38 Dyer, Taylor	0	0	0	1	2	1	0	0	0	0	0	0	4	0.08

Auburn NH Fire Dept

Year-to-date Incident Participation

Activity Date Between {09/30/2010} And
{01/01/2020}

Staff Id/Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
RETIRED 39 Edson-Palmer,	17	23	9	17	13	17	6	15	9	21	24	15	186	3.74
RETIRED 40 Fichera, Sean	3	4	6	8	2	4	3	2	0	0	2	6	40	0.80
RETIRED 41 Fosher, Kristin	0	0	0	0	0	0	0	0	0	0	1	0	1	0.02
RETIRED 42 Fredrickson, Rachel	3	5	5	1	1	0	0	0	4	0	1	0	20	0.40
RETIRED 43 Gaab, Derek	22	6	7	0	3	9	3	3	5	3	2	10	73	1.46
RETIRED 46 Gannon, Edward	117	101	107	127	116	103	116	114	89	100	93	93	1,276	25.65
RETIRED 47 Garon, Michael	6	5	0	0	1	0	0	0	0	1	7	8	28	0.56
25 Glennon, Patrick J.	117	127	101	139	109	147	137	142	118	155	115	165	1,572	31.61
RETIRED 50 Gunawan, Hannah	0	0	0	0	0	0	0	1	0	0	0	0	1	0.02
RETIRED 51 Hall, Sean	0	0	0	5	1	2	1	6	3	2	0	0	20	0.40
111 Hanson, Aimee E	31	10	23	14	14	15	22	16	13	18	27	23	226	4.54
RETIRED 52 Harris, Kate	9	10	7	5	5	6	6	0	0	6	13	8	75	1.50
RETIRED 55 Howarth, Eric J	6	7	5	1	3	2	0	4	3	9	11	6	57	1.14
RETIRED 57 Kenyon, John P	25	17	14	17	9	8	13	24	14	19	11	7	178	3.57
105 Larson, Fred L.	41	36	35	41	56	25	31	29	30	52	36	30	442	8.88
29 Lavalley, Phillip	0	9	19	35	33	18	20	12	13	10	17	2	188	3.78
44 Lavoie, Jeremy	47	75	54	76	123	77	73	60	74	89	82	86	916	18.41
RETIRED 61 Levine, Matt	2	0	0	0	0	0	0	0	0	0	0	0	2	0.04
RETIRED 62 MacArthur, Kevin	2	1	3	5	3	5	9	3	5	11	9	3	59	1.18
120 Makris, Nick	1	1	0	4	3	2	1	2	1	3	1	4	23	0.46
RETIRED 65 Marini, Robert	23	44	25	22	27	16	11	32	15	31	19	24	289	5.81
RETIRED 66 McCarthy, Dennis G	1	2	0	0	2	2	0	0	0	3	0	0	10	0.20
RETIRED 67 McCaugherty, John M	0	0	0	0	0	0	0	0	0	3	1	0	4	0.08
RETIRED 68 McClellan, Wayne W	9	8	13	6	9	2	2	3	7	12	10	11	92	1.85
RETIRED 71 Meyer, Rich	32	30	28	16	21	24	12	23	19	41	30	23	299	6.01
40 Mozer, Michael	54	66	59	79	75	52	74	55	80	52	96	76	818	16.44
RETIRED 72 Mullaney, Jeffrey	30	24	29	26	30	32	31	26	24	31	23	36	342	6.87
116 O'Hagan, Cory	4	6	6	12	5	1	19	20	15	10	17	24	139	2.79
RETIRED 75 Patten, David A	26	29	20	31	24	8	12	16	16	15	18	27	242	4.86
RETIRED 76 Patterson, Mark	5	1	0	0	0	5	10	9	8	11	15	1	65	1.30
RETIRED 77 Paulsen, Jacob	5	5	7	5	5	4	4	5	3	7	17	8	75	1.50
65 Phillips, Alex	141	117	99	111	133	123	150	137	112	121	144	119	1,507	30.30
RETIRED 78 Phillips, Bruce M	92	125	66	82	71	75	85	92	79	97	101	88	1,053	21.17
RETIRED 79 Proulx, Mark L	76	48	48	95	85	69	108	81	75	55	95	75	910	18.29
RETIRED 80 Provencher, Jimmy	0	1	0	1	0	0	0	0	0	0	0	0	2	0.04
RETIRED 81 Quimby, Jessica	1	0	0	1	0	1	1	1	2	1	3	1	12	0.24
68 Quimby, Sage	24	20	35	36	39	44	27	23	30	26	38	41	383	7.70
RETIRED 82 Racine, Richard	26	17	32	36	21	14	17	18	32	25	39	20	297	5.97
RETIRED 83 Roberts, Daniel	0	0	0	8	4	3	0	3	2	2	0	1	23	0.46
RETIRED 84 Roers, Kevin J.	1	4	2	0	1	3	3	1	4	3	3	0	25	0.50

Auburn NH Fire Dept

Year-to-date Incident Participation

Activity Date Between {09/30/2010} And
{01/01/2020}

Staff Id/Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
103 Rossino, Joseph	27	36	30	35	26	32	22	21	23	13	33	26	324	6.51
RETIRED 86 Russin, Carlos	0	0	0	2	7	1	0	0	0	0	0	0	10	0.20
RETIRED 87 Russo, John	3	12	9	8	7	9	8	12	3	6	7	3	87	1.74
21 Saulnier, James R.	106	99	59	96	73	86	110	94	88	110	75	103	1,099	22.09
RETIRED 89 Saunders, Julianna R	0	0	0	0	0	0	0	0	0	6	0	1	7	0.14
RETIRED 90 Savard, Brett	1	3	9	1	0	2	4	2	2	0	3	0	27	0.54
27 Selinga, Robert D.	21	29	24	23	27	30	13	26	25	35	41	18	312	6.27
RETIRED 92 Shea, Jeffery Allen	0	0	0	0	0	0	0	0	0	0	0	2	2	0.04
117 Soucy, Matt	0	3	1	0	1	1	1	2	1	0	1	1	12	0.24
112 Stratton, Tyler	2	2	0	2	11	5	2	11	3	1	3	2	44	0.88
57 Sullivan, Michael J	16	11	7	6	21	21	22	17	24	20	14	21	200	4.02
RETIRED 94 Sylvain, James M.	15	8	7	6	6	9	3	2	9	10	9	16	100	2.01
30 Szatynski, Christopher	130	91	94	131	133	116	129	136	143	119	150	125	1,497	30.10
RETIRED 95 Talbot, Scott M	13	14	15	28	29	28	33	30	19	22	33	14	278	5.59
RETIRED 96 Terrero, Jim I	18	22	18	19	17	20	14	25	13	20	30	17	233	4.68
RETIRED 97 Thompson, Jim	101	84	74	82	84	77	86	73	72	97	89	69	988	19.86
22 Vail, Kevin	38	18	25	41	29	31	36	28	31	26	40	18	361	7.25
RETIRED 98 Vanni, Steven J.	34	18	25	12	17	21	6	13	14	35	17	15	227	4.56
RETIRED 99 Walters, Aarron	9	11	10	21	20	13	12	13	8	17	36	9	179	3.59
95 Walters, David R.	67	58	65	70	47	44	60	54	49	87	79	61	741	14.90
RETIRED 101 Welch, Robert	11	8	2	5	8	7	8	5	6	13	14	19	106	2.13
RETIRED 103 Williams, Kegan	0	4	6	0	0	1	5	5	0	0	0	0	21	0.42
16 Williams, Mike	3	6	10	9	4	3	4	9	3	12	9	8	80	1.60
RETIRED 104 Willinsky, Mike	0	5	6	3	8	2	2	2	2	0	0	0	30	0.60
6 Ziemba, Chris	19	7	12	18	13	28	17	14	25	14	15	17	199	4.00

Total Runs by Month

Jan	408	Feb	368	Mar	322	Apr	395	May	434	Jun	426
Jul	413	Aug	428	Sep	401	Oct	474	Nov	473	Dec	432

Grand Total Runs: 4,973

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

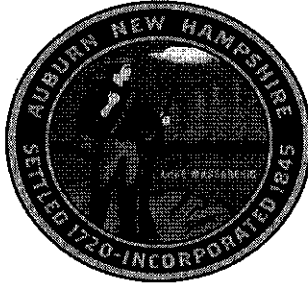
Department	2021 Budget	2022 BOS Proposed	2022 Bud Com	Difference
Executive	288,556	290,487	290,487	1,931
Election & Registration	89,088	105,761	105,761	16,673
Financial Administration	105,971	112,018	112,018	6,047
Legal Expense	30,000	28,000	28,000	(2,000)
Personnel Administration	486,721	535,735	535,735	49,014
Planning & Zoning	44,151	31,151	31,151	(13,000)
General Government Buildings	132,009	131,939	131,939	(70)
Cemeteries	34,186	39,374	39,374	5,188
Insurance	128,261	147,159	147,159	18,898
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	629,485	123,818
Building Inspection	73,254	79,152	79,152	5,898
Emergency Management	1,004	504	504	(500)
Other Public Safety (Details)	500	500	500	0
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	23,609	23,609	1,197
Health Agencies	5,875	5,875	5,875	0
Public Assistance	15,500	15,500	15,500	0
Intergovernmental Welfare	4,471	4,471	4,471	0
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	4,684	4,684	(1,465)
Debt Service	3	3	3	0
Capital Outlay				
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	\$6,014,342	\$6,014,342	\$265,483
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	25,000	0
Property Rehabilitation ETF	25,000	0.00	0.00	(25,000)
Accrued Benefits Liability Fund:	10,000	25,000	25,000	15,000
Roads Emergency Repair ETF	100,000	0.00	0.00	(100,000)
Cemetery Maintenance Fund	0.00	5,000	5,000	5,000
GRAND TOTAL	\$6,022,598	\$6,142,364	\$6,142,364	\$119,766

As of December 2, 2021 Budget Committee Meeting

As of October 19, 2021 Joint Personnel Board Meeting
As of November 29, 2021 Board of Selectmen Meeting

Town of Auburn

Town Hall
47 Chester Road
P.O. Box 309
Auburn, NH 03032



Town Administrator

William G. Herman, CPM
Phone: (603) 483-5052 Ext. 111
Fax: (603) 483-0518
E-Mail:
townadmin@townofauburnnh.com

To: Board of Selectmen

From: Bill Herman, CPM, Town Administrator

Date: December 3, 2021

Re: Heating System Repairs – Safety Complex

On October 29th and November 1st, AAA Energy Service was called to the Safety Complex for a "no heat" issue at the Police Department. The end result of the call which required two separate visits to complete was an invoice for a total of \$1,246.12.

The Police Department is asking whether the Board would consider covering this unanticipated expense from the Town's Building Rehabilitation Reserve Fund.

Attached is a copy of the invoice which has detailed of the service call and issues found and resolved.

Should the Board be open to covering this expense from the Town's Buildings Reserve Fund, the following motion would be in order:

Move to approve the expense of \$1,246.12 for repairs to the heating system at the Safety Complex from the Town Buildings Rehabilitation Reserve Fund.

Thank you for your consideration.

Attachments



Heating
Ventilation
Air Conditioning
Refrigeration
Energy Controls
Maintenance Agreements

INVOICE

Invoice #: 170617
Invoice Date: 11/5/2021
Amount Due: \$ 1,246.12
Customer ID: TOWNOFAUBU
Work Order #: 129260
Customer PO:

Service Location: AUBURN SAFETY COMPLEX - FD/PD
55 EATON HILL ROAD
AUBURN, NH 03032

Billing Address: TOWN OF AUBURN - SAFETY COMPLEX
PO BOX 339
AUBURN, NH 03032

Office Use: A-Extra
AAA Branch: Auburn, NH
(603) 626-4884
Remit To: AAA Energy Service Co.
PO Box 908
Scarborough, ME 04070

RECEIVED

NOV 1 / 2021

AUBURN POLICE

Terms: NET 10 Days

Page: 1 of 1

Work Performed: POLICE DEPT NO HEAT - FOUND BURNER #1 LOCKED ON PRIMARY CONTROL. RESET.
BURNER #2 INOPERATIVE DUE TO A FAULTED LOW WATER CUT OFF CONTROL . BYPASSED.
11/1 REPLACED LOW WATER CUT OFF AND TESTED OPERATION . UNIT WORKING PROPERLY
AT THIS TIME

ITEM	DATE	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Labor					
	10/29/21	LABOR	3.00	117.00	351.00
	11/1/21	LABOR	3.00	117.00	351.00
Labor Subtotal					702.00
Parts/Misc					
	11/1/21	LWCO LWCO	1.00	484.12	484.12
	11/1/21	MISC-S MISC SUPPLIES	1.00	10.00	10.00
	10/29/21	TRIP CHARGE	1.00	25.00	25.00
	11/1/21	TRIP CHARGE	1.00	25.00	25.00
Parts/Misc Subtotal					544.12

Subtotal: 1,246.12
Sales Tax: 0.00
Total Due: \$1,246.12

"Building HVAC Efficiency Since 1948"

Bill Herman

From: Lil Deeb
Sent: Wednesday, November 17, 2021 8:12 AM
To: Bill Herman
Subject: Unanticipated Safety Complex Heating Fix
Attachments: DOC111721.pdf

Morning Bill,

Any chance you think the building fund can help with the attached unanticipated expense??

Lil

Lillian Deeb, Office Manager
Auburn Police Department
55 Eaton Hill Rd, PO Box 339
Auburn, New Hampshire 03032

**Town of Auburn
Board of Selectmen
November 29, 2021
Town Hall
Minutes**

7:00 PM

Selectmen Present: Keith Leclair and Michael Rolfe

Others Present: Library Director Kathryn Growney, Library Trustees Nancy Mayland, Marilyn Cavanaugh and Alternate Cynthia Berling, Mike DiPietro, Police Chief Ray Pelton, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

Call to Order – Pledge of Allegiance

Mr. Leclair called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Approval of Payroll Manifest for the Week of November 22, 2021 - \$54,961.93

Mr. Leclair motioned to approve the Payroll Manifest for the week of November 22, 2021 in the amount of \$54,961.93. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of November 29, 2021 - \$1,926,979.15

Mr. Leclair motioned to approve the Accounts Payable Manifest for the week of November 29, 2021 in the amount of \$1,926,979.15. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of November 29, 2021 - \$16,900.00

Mr. Leclair motioned to table approval of the Accounts Payable Manifest for the Week of November 29, 2021 in the amount of \$16,900. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Consent Agenda for the Week of November 29, 2021

Mr. Leclair read aloud and provided for inspection a copy of the Consent Agenda for the week of November 29, 2021 which included: an abatement – refund request, correspondence relative to the Town & Library Employees qualifying for longevity pay and four (4) pistol revolver licenses.

Mr. Leclair motioned to approve the Consent Agenda for the week of November 29, 2021. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Public Hearing pursuant to RSA 31:95-b and Article 21 of the 1999 Town Meeting

Accept and expend unanticipated revenues in the amount of \$2,000 in funds from the 2022 Volunteer Fire Assistance Funds Program managed by the NH Division of Forests & Lands

Mr. Leclair opened the public hearing at 7:01 PM and read aloud the Public Hearing Notice.

Mr. Herman indicated the Fire Department was awarded the \$2,000 matching fund grant for Volunteer Fire Assistant Funds Program managed by the NH Division of Forests and Lands as previously reported by Chief Williams. The Department has budgeted for the matching funds. The funds are to be spent on acquiring forestry shirts, hose, nozzles and associated equipment as indicated in the contract provided.

Mr. Leclair closed the public hearing at 7:22 PM.

Mr. Leclair motioned to accept and expend the \$2,000 in funds from the 2022 Volunteer Fire Assistance Funds Program. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

FY 2022 Town Budget

Mr. Herman provided the Board with the Budget Comparison and FY 22 Running Total as of November 18, 2021. Mr. Herman noted the report does not address offsetting revenues.

Library Staffing

Mr. Herman provided the Board with a Memorandum dated November 24, 2021. The Board had requested to revisit the proposed staff budget for the Griffin Free Public Library considered at its October 25, 2021 meeting.

Mr. Herman indicated the current FY 2022 budget includes a total of 107 hours per week for all the employees which is an average of what each position has worked the past year and per Finance Director Rousseau is consistent with hours in 2019 and 2020. The budget approved included the 5.25% COLA and 2% Step increases and related contributions.

Library Director Growney indicated she was looking to add four hours, which she estimated was an additional cost of \$5,000.

Mr. Leclair reviewed the previous attempts to increase hours for the library, which were thwarted by COVID-19. He recommended proceeding with the budget approved as previous years were not expended. Mr. Rolfe agreed.

Funding for Water Resources Study

Mr. Herman provided the Board with a Memorandum dated November 22, 2021 relative to the funding for groundwater hydrogeological study for Planning & Conservation. Mr. Herman noted the project is outlined in three tasks. In FY 2021 the Planning Board carried a budget of \$17,000 for the project and Conservation carried \$3,000. An additional \$5,300 is required to complete the three tasks provided the FY 2021 unspent funds are encumbered.

Mr. Rolfe motioned to amend the draft FY 2022 municipal budget to include \$4,000 in Planning & Zoning Master Plan & Regulatory Updates (01-4191-3-390-2) and to include \$1,500 in Conservation Professional Services (01-4611-3-390-0). Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

New Business

Goal Setting Meeting for 2022

Mr. Leclair reviewed past year's goals and noted all but the development authority was accomplished. Mr. DiPietro had been the only one to volunteer.

Mr. Leclair noted in the past the meeting was held during the day and recommended scheduling the meeting in April or May after the election. Mr. Herman will reach out to Primex for some potential dates and times.

Old Business

Report/Comments of Ex-Officio Board Representatives

Mr. Leclair reported the Budget Committee met with Auburn School Board and the SAU on November 23rd and the Budget Committee should wrap things up with one more meeting this Thursday. The budget was down due to reduction in SPED placement. Pinkerton tuition is down. The 8th Grade Class is small going in, at 53 Auburn students. Tuition is \$14,300 per student.

Mr. Rolfe reported the Planning Board will be hearing the minor site plan for the brewery at the former Smiley Veterinary location. Heritage Plumbing will be adding a minor site plan amended to have storage over an existing foundation. Eric Mitchell will be presenting a two-lot subdivision with lot line adjustment for the Silva who is coming back in two weeks. They propose a common driveway and have some wetland concerns. Mr. Leclair asked about the status of a proposal for six condominiums off 28 By-Pass, near Megaplex, coming back. The property abuts Westford Drive. Mr. DiPietro noted the Zoning Board of Adjustment approved the six condominium units, and it would now be up to the Planning Board to consider the project.

Other Business

Mr. Herman noted for informational purposes the Zoning Board of Adjustment received a request from residents of Knolls Farm Road to reconsider their approvals for the allowance of horses on one property and will need to decide whether to grant a rehearing.

Mr. DiPietro asked about the sale of the school land and whether the revenue would be used to pay down the note. Mr. Leclair indicated that decision would be up to the school. Mr. Leclair noted his understanding was that anything over what was paid will come back to the Town.

Mr. Leclair proposed a workshop meeting on December 13th at 4:00 PM concerning Griffin Mill Bridge when Mr. Bedard can be present. Mr. Herman will schedule and send out an email.

Next Meeting/Events

- Monday, December 6, 2021 – Board of Selectmen's Meeting – 7:00 PM
- Monday, December 20, 2021 – Board of Selectmen's Meeting – 7:00 PM

Minutes

November 15, 2021 Public Meeting

Mr. Rolfe motioned to approve the November 15, 2021 Public Meeting Minutes as amended. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

November 15, 2021 Non-Public Meeting

Mr. Rolfe motioned to approve the November 15, 2021 Non-Public Meeting Minutes. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Adjourn

Mr. Rolfe motioned to adjourn the meeting at 7:26 PM. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy Hoijer
Recording Secretary