

**Town of Auburn
Board of Selectmen
October 28, 2019
Town Hall**

7:00 p.m.

() Call to Order – Pledge of Allegiance

Approval of Payroll Manifest for the Week of October 28, 2019
Approval of Consent Agenda – Week of October 28, 2019

() Appointments with the Board

Auburn 175th Anniversary – Dan Carpenter and Auburn Historical Association

() FY 2020 Town Budget Presentations

- Highways and Streets – Road Agent Mike Dross
- Parks and Recreation – Amy Lachance & P&R Commission
- Recreation Improvements – Amy Lachance & P&R Commission
- Personnel Administration – Insurances – Bill Herman

() New Business

Street Lights LED Conversion
2019 Landfill Monitoring Report

() Old Business

Motion for Funding of Addition to Police Department
Potential Capital Projects and Funding
Addition to Police Department

() Report / Comments of Ex-officio Board Representatives

() Other Business

() Next Meetings / Events

Monday, November 4, 2019 – Board of Selectmen's Meeting – 7:00 PM
Monday, November 18, 2019 – Board of Selectmen's Meeting – 7:00 PM

() Minutes

- October 28, 2019 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."

2020 PROPOSED HIGHWAYS & ROADS

TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2016	2017	2018	2019	2019	Request	19/20	Approved	Approved
							2020		2020	2020
		As of December	As of December	As of December	As of December	As of October				
Highways & Streets										
1 01-4312-3-385-1	Highway Shimming	120,087.79	99,806.47	131,410.72	180,000.00	95,281.54	180,000.00			
2 01-4312-3-385-2	Highway Spr/Summer Storms	5,604.25	16,714.56	7,475.00	8,500.00	2,980.00	8,500.00			
3 01-4312-3-385-3	Highways Summer Subcontractor	148,494.00	193,003.07	172,832.35	138,000.00	193,622.93	150,000.00	9%		
4 01-4312-3-385-4	Highway Road Striping	16,830.10	8,569.62	20,678.50	20,000.00	20,260.01	21,000.00	5%		
5 01-4312-3-385-5	Highway Tree/Brush Cutting	32,295.00	42,640.00	32,332.50	42,000.00	33,031.25	42,000.00			
6 01-4312-3-385-6	Highway Crack Sealing	0.00	0.00	0.00	1.00	0.00	1.00			
7 01-4312-3-385-7	Highway Cold Patch	4,643.75	4,991.45	9,267.95	4,800.00	19,126.55	5,000.00	4%		
8 01-4312-3-385-8	Highway Summer Gravel/Bankrun	25,991.97	41,802.80	1,145.55	1.00	1,767.78	1.00			
9 01-4312-3-385-9	Highway Summer Misc Supplies	2,351.67	1,443.72	120.44	3,000.00	16,988.57	3,000.00			
10 01-4312-3-386-3	Highway Winter Subcontractor	312,206.50	496,592.59	389,852.14	382,000.00	274,827.50	382,000.00			
11 01-4312-3-386-4	Highway Winter Salt	139,806.82	174,253.74	203,178.80	180,000.00	120,596.06	170,000.00	-6%		
12 01-4312-3-386-5	Highway Winter Sand	0.00	0.00	1,694.17	5,000.00	4,114.32	5,000.00			
13 01-4312-3-386-6	Highway Winter Repairs	8,424.40	6,005.94	13,102.62	8,000.00	7,592.93	9,000.00	13%		
14 01-4312-3-387-2	Highway Bridge & Culvert	6,058.85	7,225.00	6,601.53	5,000.00	0.00	5,000.00			
15 01-4312-3-387-4	Highway Guardrails, Gates, Etc.	250.47	0.00	0.00	1,000.00	0.00	1,000.00			
16 01-4312-3-388-1	Highway Signs & Safety Equipment	988.32	4,616.18	1,637.45	3,500.00	2,572.80	3,500.00			
17 01-4312-3-388-3	Highway Special Hwy Grant	0.00	76,615.00	4,568.75	0.00	0.00	0.00			
18 01-4312-3-390-0	Highway Catch Basin Maintenance	2,100.00	4,295.00	5,040.00	5,000.00	357.10	5,000.00			
19 01-4312-3-390-2	Highway Storm Water Maintenance	27,408.50	14,749.02	2,237.50	10,000.00	5,960.00	15,000.00	50%		
Highways & Streets Total		853,542.39	1,193,324.16	1,003,175.97	995,802.00	799,079.34	1,005,002.00	1%	0.00	0.00
Grand Total:		853,542.39	1,193,324.16	1,003,175.97	995,802.00	799,079.34	1,005,002.00	1%	0.00	0.00

2020 PROPOSED PARKS & RECREATION TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2016	2017	2018	2019	2019	Request	19/20	Approved	Approved
							2020		2020	2020
		As of December	As of December	As of December	As of December	As of October				
12 01-4520-5-550-0	Recreation General Maintenance	21,985.71	7,417.75	20,327.48	27,275.00	23,569.97	14,666.00	-46%		
Narrative for Column # 6										
Picnic tables (2-3 metal picnic tables) \$2,000										
Sprinkler head repairs & winterizing \$900										
Fertilizer treatments at Wayne Eddows and safety complex fields \$5,757										
Mosquito & tick spraying at WE (\$600 per application. Twice per year) \$1,200										
Regrading parking lot at Wayne Eddows \$1,500										
Clubhouse repairs/paint \$400										
2 Replacement benches at Bicentennial Park \$800										
13x13 Tent \$829										
80 Yards topsoil (repair low spots on fields at WE) \$1,280										
13 01-4520-5-550-4	Recreation Ice Rink	1,183.57	2,502.65	2,210.78	4,000.00	0.00	650.00	-84%		
Narrative for Column # 6										
Replacement light bulbs (\$75 per bulb (8 bulbs needed) + shipping) \$650										
14 01-4520-5-560-1	Recreation Trash Removal	0.00	170.25	681.74	600.00	102.31	600.00			
Narrative for Column # 6										
Dumpster										
New containers										
15 01-4520-5-560-2	Recreation Chemical Toilets	6,223.85	5,380.66	6,224.55	5,400.00	5,010.31	6,520.00	21%		
Narrative for Column # 6										
Rental-5 Units (2 handicapped, 3 standard) for 7 months \$3,640										
Extra cleanings- Once a week for 4 units for 4 months \$2,880										
16 01-4520-5-610-0	Recreation Tools	0.00	0.00	5,415.90	3,500.00	3,087.79	1,000.00	-71%		
17 01-4520-6-670-0	Recreation Office Supplies	751.12	144.39	92.07	200.00	0.00	200.00			
18 01-4520-9-940-1	Recreation Improvements	0.00	0.00	0.00	0.00	0.00	0.00			
Parks & Recreation Total		93,964.79	81,388.52	109,413.79	125,867.00	100,393.51	57,976.00	-54%	0.00	0.00
Grand Total:		93,964.79	81,388.52	109,413.79	125,867.00	100,393.51	57,976.00	-54%	0.00	0.00
		6453445	4584464	6771437	7552500	5800070				

2020 LAND & LAND IMPROVEMENTS

TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
		2016	2017	2018	2019	2019	Request	19/20	Approved	Approved
							2020		2020	2020
		As of December	As of December	As of December	As of December	As of October				
General Fund										
Land & Improvements										
1 01-4901-3-910-3	Recreation Improvements	59,189.36	23,922.93	18,844.73	91,332.00	81,409.45	88,500.00	-3%		
Narrative for Column # 6										
Softball fence repair - \$33,000										
Camera system upgrade at WE - \$1,200										
10 x 15 Shed \$4,000										
Softball field lights - \$49,800										
Circle of fun fence repair - \$500										
Grand Total:		59,189.36	23,922.93	18,844.73	91,332.00	81,409.45	88,500.00	-3%	0.00	0.00



LONDONDERRY FENCE CO.

www.londonderryfence.com

Charles Torosian, Jr.
Owner

Cell: 603-765-4378

Charles Torosian, III
Owner

Cell: 603-339-4234

Cedar
Chainlink
Vinyl

Aluminum

and Mailbox Posts

FREE ESTIMATES

Londonderry, NH 03053
Tel: 603 421-0417
Fax: 603 421-0417

- CONTRACT -

Contract No. Website 8-13-19

(Zach Eaton)

Date 8-20-19

LONDONDERRY FENCE company agrees to furnish

Wayne R EDDOWS Memorial Fields

26 Prescott Lane Auburn NH 03032

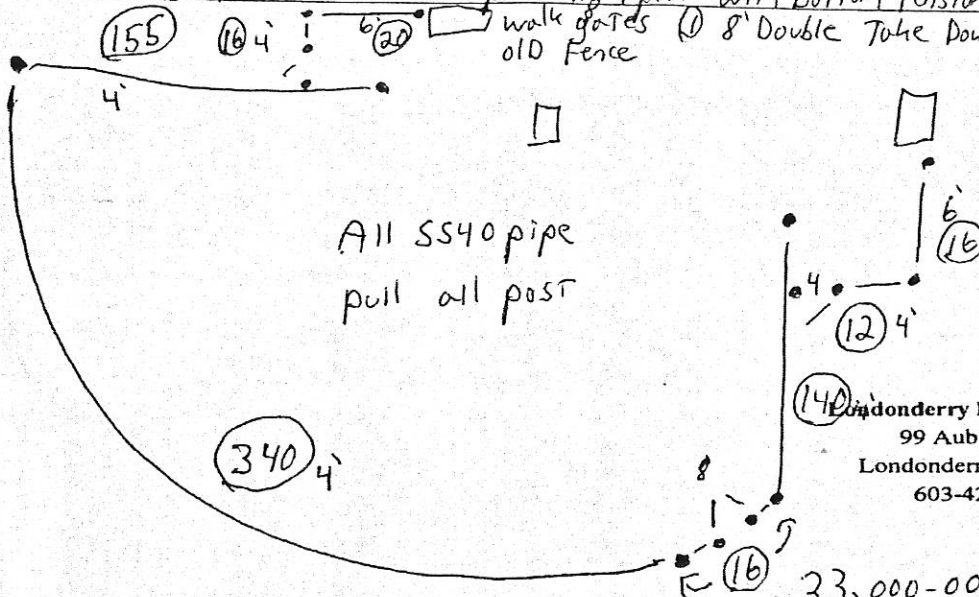
Phone No. 603 608 9828

on property located at Same

Telephone No. 580 5556

MATERIAL ☒ LABOR ☒ to complete the following

All SS40 pipe - 680' of 4" 9 gauge galvanize chainlink - 36' of 6' chainlink
all 2 1/2" terminals 2" line post 15' Toprail with Bottom Tension wire (2) 4'
(155) (16) 4' 6' 20' walk gates (1) 8' Double Take Down & Dispose
old Fence



Londonderry Fence Company
99 Auburn Road
Londonderry, NH 03053
603-421-0417

All of the above work to be completed in a substantial and workmanlike manner for the sum of \$ 33,000-00
Prices subject to change after 14 days.

minus 2864-00 IF you Take Down & Dispose

In case of ledge or whenever a compressor is required, an additional minimum charge of \$300.00 or \$20.00 per hole, whichever is greater will be made.

- CEDAR FENCES ONLY -

When cementing is required, an additional charge of \$15.00 per hole will be made.

FOB ☐ COD ☐ D&E ☐

1/2 DEPOSIT \$ _____

BALANCE DUE \$ _____

TERMS _____

Bank _____ Account No. _____

TERMS: Full payment due on completion.

*** Customer to notify "Dig Safe" 72 hours before installation (1-888-344-7233)

There will be a 5% service charge on deposits returned for contracts cancelled by customer.

Customer will be responsible for all Boundary Lines, underground cables, wires, all types of pipes, hazardous waste, insect, frost heaving, clay and erosion problems and permits.

Charges for Legal Action to collect on unpaid bills are the responsibility of the customer.

All material is guaranteed to be as specified. Product life expectancies are averages, not warranties. All work to be completed according to specifications. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Title to all materials shall remain with Londonderry Fence until buyer has paid the contract price in full. Buyer hereby licenses Londonderry Fence to come on to buyers premises to remove and recover all material and extra labor cost.

Please sign at bottom (X)'s and return white contract with deposit.

☐ Note: Information sheets attached.

Tentative installation date is an approximate date only. We will contact you the day before the crew is to arrive (not before)

The foregoing prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified to attach your company sign to completed fence. Payment will be as stated above.

ACCEPTED:

Signature X _____

Date _____

Signature X _____

2020 PROPOSED HEALTH DENTAL & DISABILITY TOWN OF AUBURN

	1 Expended 2016 As of December	2 Expended 2017 As of December	3 Expended 2018 As of December	4 Budgeted 2019 As of December	5 Expended YTD 2019 As of October	6 Dept/Comm Request 2020	7 % Chg 19/20	8 BOS Approved 2020	9 Budget Comm Approved 2020
General Fund									
Personnel Administration									
Group Insurance - Health									
1 01-4155-2-210-1 Health Insurance (All Departments)	258,985.33	275,745.55	298,269.84	285,092.00	224,019.66	342,688.00	20%		
Narrative for Column # 6									
July renewal .9% increase. More staff/dependents on coverage.									
Group Insurance - Dental									
2 01-4155-2-211-1 Dental Insurance (All Departments)	15,113.32	15,718.61	15,914.27	16,396.00	14,237.05	18,543.00	13%		
Group Insurance - Disability									
3 01-4155-2-213-1 Disability Insurance (All Departments)	7,131.39	6,831.99	7,348.06	8,457.00	5,581.95	8,221.00	-3%		
Group Insurance - Other									
4 01-4155-2-214-1 Life Insurance (All Departments)	2,150.00	3,275.87	2,329.34	2,841.00	2,883.32	2,686.00	-5%		
Personnel Administration Total	283,380.04	301,572.02	323,861.51	312,786.00	246,721.98	372,138.00	19%	0.00	0.00
Grand Total:	283,380.04	301,572.02	323,861.51	312,786.00	246,721.98	372,138.00	19%	0.00	0.00



Medical Rate Exhibit
Town of Auburn

Rating Renewal: July
Rating Tier: Small
Rating Type: Standard

Current Benefit Option(s)	Enrollment Type	Enrollee Counts	7/19 Rates	7/20 GMR Rates	% Change
AB10(07S)-RX10/20/45/3K(S)	Single	7	\$849.18	\$856.81	0.9%
	2-Person	7	\$1,698.35	\$1,713.63	0.9%
	Family	6	\$2,292.77	\$2,313.40	0.9%
MC3(07S)-RX10/20/45(SCY)	Single	2	\$545.52	\$550.43	0.9%
MCNRX(07S)	Single	0	\$218.17	\$220.14	0.9%
Monthly Total		22	\$32,680.37	\$32,974.34	0.9%

Alternative Benefit Option(s): As you consider your benefit offerings for July 1, 2020, please refer to the sampling of Benefit Option(s) provided below. It is important to note that not all of the sample plans listed below can be offered along with your current Benefit Option(s). Your Benefits Advisor is available to help you select the plans that best meet your Group's needs and work within HealthTrust's underwriting guidelines.

Alternative Benefit Option(s)	Enrollment Type	7/20 GMR Rates
AB20(07S)-R10/25/40M10/40/70/3K(S)	Single	\$795.35
	2-Person	\$1,590.69
	Family	\$2,147.43
ABSOS20/40/1KDED(07S)-R10/25/40M10/40/70/5K(S)*	Single	\$641.11
	2-Person	\$1,282.22
	Family	\$1,731.00
MC3(07S)-R10/25/40M10/40/70(SCY)	Single	\$532.52

**Maximum of 50% Employer funding of deductible allowed.*

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: October 26, 2019

Re: Street Lights and Potential Conversation to LED Units

Earlier this year, Selectman Bedard raised the idea of looking into the potential conversion of the Town's street lights from their current style to more energy efficient LED lighting. Many municipalities have successfully moved in this direction over the past five or more years.

Reaching out to Eversource, we have been able to determine a complete inventory of the street lights the Town has, which totals 82 lights scattered throughout the community.

Selectman Bedard was able to provide the detailed inventory to a recognized vendor and secure an initial proposal for the replacement of these 82 street lights. The proposal, which totals \$24,880, is attached and would be the capital cost for making this conversion.

Eversource has run a calculation of what the energy cost savings would be for the Town should it convert its current street lights to LED units. Their calculations are attached, but, in general, our monthly bill for street lights currently averages \$788.25. Their calculations indicate our monthly bill would be reduced to \$472.95 per month with this conversation providing a 40% reduction in monthly costs or a yearly estimated savings of \$3,783.60.

In addition, Eversource has a rebate program that provides funding towards the initial capital costs of the conversation. The program would provide Auburn with \$100 per unit that is changed or a total of \$8,200 towards the capital costs.

Based on these initial numbers, it would appear that Auburn's investment of \$24,880 could initially be reduced to \$16,680 by applying the rebate income to the project. With an estimated annual savings in electricity charges of \$3,783.60, it would appear the Town's payback time for this undertaking would be approximately 4.5 years.

I would anticipate that should the Board determine it would like to move in this direction, the Town should solicit competitive bids for the capital project. To that extent, I have received contact information from Eversource of a number of vendors who have successfully performed this work for other municipalities.

Representatives of Eversource are more than willing to attend a meeting of the Board of Selectmen to provide information and answer any questions of this potential effort.

Thank you for your consideration.

Attachments

Pine Ridge Technologies, Inc.

Quote



Date: 10/21/2019
 Payment Terms: Net 30
 Quote Valid Until: 30 days

Customer:

Auburn, NH

Quote/Project Description:

LED Streetlight Conversion

Bid Item #	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
	50W HPS - LED EQUIVALENT - COBRA HEAD	71	EA	\$ 290.00	\$ 20,590.00
	150W HPS - LED EQUIVALENT - COBRA HEAD	11	EA	\$ 390.00	\$ 4,290.00
TOTAL					\$ 24,880.00

GENERAL PROJECT SCOPE OF WORK:

- perform 1 for 1 swap of existing HPS fixtures to LED

SPECIAL NOTES/EXCLUSIONS:

1	Prices subject to change if quantities vary more than 15% from totals
2	Assumes "standard" (i.e. not smart) photo cells and photo cell receptacles
3	Assumes fixtures will be installed without fusing
4	Quote does not include acquiring GPS coordinates
5	PRT will provide disposal/recycling
6	PRT will file rebate paperwork with utility company on behalf of Town
7	Assumes existing arms and wiring to be re-used
8	Quote assumes (1) mobilization.
9	If any items removed from this quote, quote becomes void.
10	Quote does not include: delays/denials, snow removal, scaffolding, temporary facilities/installations/fees, permit/utility fees, final grades/layouts/stations/elevations, clearing/grubbing, engineering design, on-site surveying, as-built drawings, pavement markings, signage, soil borings, performance/payment bond, traffic control, flagging, or police details.
11	Quote does not include removal/disposal of any existing conduit, foundations, or hand holes.
12	Quote based on normal daytime working hours, 7am-3:30pm, Monday-Friday.
13	Any extra work will be at \$180/hr (regular time with truck) with cost+20% on material/equipment, or quoted with a cost-forward proposal
14	PRT-generated trash to be put by PRT into Town-supplied dumpster on jobsite
15	Assumes insurance requirements for normal MassDOT projects. Any additional limits/types of insurance will be quoted as requested (i.e. railroad protective)
16	Assumes staging area will be provided for PRT's material/equipment at or in close proximity to the work.
17	Quote not subject to any terms/conditions of Customer/General Contractor. Future subcontract and subcontract language to be mutually agreed upon/negotiated.

Please confirm your acceptance of this quote by signing this document

PRT signature: *Andrew J. Rist*

Signature

Print Name/Title

Date

Current Bill				
	Type	Fixture Count	Distribution Rate Per Fixture	Total
	HPS 4,000	57	\$9.17	\$522.69
	HPS 5,800	1	\$9.17	\$9.17
	HPS 9,500	1	\$11.28	\$11.28
	MH 8,000	10	\$12.59	\$125.90
	HPS 4,000	13	\$9.17	\$119.21
				\$788.25

Proposed Estimate	40% Reduction
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New Bill	\$472.95
Savings	\$315.30

Yearly Estimated Savings	\$3,783.60
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Town of Auburn Rate EOL 8000957-01 Hooksett AWC		
NUMBER		
OF	RATE	SIZE
FIXTURES	CLASS	CODE
57	82	47
10	82	161
1	82	151
1	82	48
69		

Town of Auburn Rate EOL 8000957-03 Derry AWC		
NUMBER	RATE	SIZE
OF	CLASS	CODE
FIXTURES		
	82	47
13		

Town of Auburn Rate EOL
8000957-01
Hooksett AWC

Rate	Light Size	Street Name	Install Date	Pole Number	LED Wattage	LED Install Date
82	047	AUBURNDALE RD	09/07/2000	15/225		
82	047	AUBURNDALE RD	09/07/2000	15/228-1		
82	047	CHESTER RD	09/07/2000	89/29		
82	047	CHESTER RD	09/07/2000	89/33		
82	047	CHESTER RD	09/07/2000	89/37		
82	047	CHESTER RD	09/07/2000	89/40		
82	047	CHESTER RD	09/07/2000	89/44		
82	047	CHESTER RD	09/07/2000	89/48		
82	161	CHESTER RD	03/26/2012	89/18		
82	161	CHESTER RD	09/07/2000	89/ 1		
82	161	CHESTER RD	09/07/2000	89/ 4		
82	161	CHESTER RD	09/07/2000	89/ 7		
82	161	CHESTER RD	09/07/2000	89/10		
82	161	CHESTER RD	09/07/2000	89/14		
82	161	CHESTER RD	09/07/2000	89/22		
82	161	CHESTER RD	09/07/2000	89/25		
82	047	COLEMAN RD	09/07/2000	10/18		
82	047	COTTAGE AVE	09/07/2000	17/ 4		
82	047	DEARBORN RD	09/07/2000	53/34		
82	047	DEPOT RD	09/07/2000	22/44		
82	047	EATON HILL RD	02/01/2006	10/2		
82	047	HOOKSETT RD	09/07/2000	185/ 1		
82	047	HOOKSETT RD	09/07/2000	185/10		
82	047	HOOKSETT RD	09/07/2000	185/18		
82	047	HOOKSETT RD	09/07/2000	6/12		
82	047	HOOKSETT RD	09/07/2000	6/17		
82	161	HOOKSETT RD	09/07/2000	6/ 4		
82	161	HOOKSETT RD	10/07/2014	185/08		
82	047	KIMBALL POINT RD	09/07/2000	43/4		
82	047	LONDONDERRY TPK	02/01/2006	29/078		
82	047	LONDONDERRY TPK	09/07/2000	29/031		
82	047	LONDONDERRY TPK	09/07/2000	29/033		
82	047	MANCHESTER RD	09/07/2000	1/ 7		
82	047	MANCHESTER RD	09/07/2000	1/13		
82	047	MANCHESTER RD	09/07/2000	1/91		
82	047	MANCHESTER RD	09/07/2000	1/98		
82	047	MANCHESTER RD	09/07/2000	15/156		
82	047	MANCHESTER RD	09/07/2000	15/157		
82	047	MANCHESTER RD	09/07/2000	15/164		
82	047	MANCHESTER RD	09/07/2000	15/167		
82	047	MANCHESTER RD	09/07/2000	15/170		
82	047	MANCHESTER RD	09/07/2000	15/173		
82	047	MANCHESTER RD	09/07/2000	15/178-1		
82	047	NEAL AVE	09/07/2000	55/3		
82	047	OLD CANDIA RD	09/07/2000	15/236		
82	047	OLD CANDIA RD	09/07/2000	15/246		
82	047	ORCHARD ST	09/07/2000	68/3		
82	047	RATTLESNAKE HILL RD	09/07/2000	5/20		
82	047	RATTLESNAKE HILL RD	09/07/2000	5/26		
82	047	RATTLESNAKE HILL RD	09/07/2000	5/27		
82	047	RATTLESNAKE HILL RD	09/07/2000	5/34		
82	047	RATTLESNAKE HILL RD	09/07/2000	5/49		
82	047	RAYMOND RD	09/07/2000	67/ 7		
82	047	RAYMOND RD	09/07/2000	67/13		
82	151	RAYMOND RD	09/07/2000	67/15-1		
82	047	READING ST	09/07/2000	68/8		

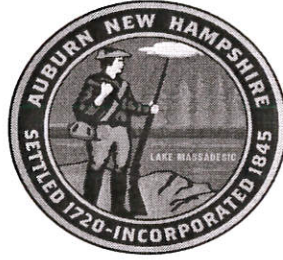
82	047	ROCKINGHAM RD	09/07/2000	15/187		
82	047	ROCKINGHAM RD	09/07/2000	15/189		
82	047	ROCKINGHAM RD	09/07/2000	15/192		
82	047	ROCKINGHAM RD	09/07/2000	15/197		
82	047	ROCKINGHAM RD	09/07/2000	15/203		
82	047	ROCKINGHAM RD	09/07/2000	15/207		
82	047	ROCKINGHAM RD	09/07/2000	15/211		
82	047	ROCKINGHAM RD	09/07/2000	36/109		
82	047	ROCKINGHAM RD	09/07/2000	36/111		
82	047	ROCKINGHAM RD	09/07/2000	36/113		
82	047	ROCKINGHAM RD	09/07/2000	36/115		
82	047	SPOFFORD RD	09/07/2000	7/7		
82	048	SPOFFORD RD	09/07/2000	7/1		

Rate	Light Size	Street Name	Install Date	Pole Number	LED Wattage	LED Install Date
82	047	BUNKER HI	09/07/2000	2/44		
82	047	CHESTER R	09/07/2000	1/ 5		
82	047	CHESTER R	09/07/2000	1/12		
82	047	CHESTER R	09/07/2000	1/16		
82	047	CHESTER R	09/07/2000	1/31		
82	047	CHESTER R	09/07/2000	1/34		
82	047	CHESTER R	09/07/2000	1/45		
82	047	CHESTER R	09/07/2000	1/52		
82	047	NUTT RD	09/07/2000	64/4		
82	047	PINGREE H	09/07/2000	34/27Y		
82	047	PINGREE H	09/07/2000	34/44		
82	047	WILSON CR	09/07/2000	8/ 4		
82	047	WILSON CR	09/07/2000	8/26		

Town of Auburn Rate EOL
8000957-03
Derry AWC

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: October 24, 2019

Re: Landfill Monitoring Wells Sampling 2019

We have today received from Stantec Consultants the report documenting the data from the April 2019 sampling from the four monitoring wells and two surface water sampling locations on the Town's closed landfill property.

As I believe you will recall, the NH Department of Environmental Services (NHDES) sought to have the testing expanded two years ago to include detection of PFCs, which had not previously been part of the monitoring testing. Auburn agreed to include that testing in their round of sampling since 2017.

The attached summary results and submission to NHDES indicates that generally nothing has significantly changed since last year's test results. However, the State Legislature has recently changed, through an Administrative Rule process, the acceptable levels for PFCS / PFAS which will need to be addressed in the Town's application for renewal of its Groundwater Management Permit.

The Town's current Groundwater Management Permit expires on March 23, 2020. Stantec will be submitting a renewal application on the Town's behalf in December 2019.

Generally, Stantec is recommending the addition of PFAS to the list of analytes for Monitoring Wells #1 through #4, the two surface water sites and the on-site dug well during each annual sampling event. They also recommend the residential wells at 518 and 612 Raymond Road should again be sampled once in April 2022 for PFAS to evaluate ongoing trends in these off-site wells.

At this point, Stantec is not recommending any action on the part of the Town. They are waiting to see what recommendations or directions come from NHDES.

The full report with supporting data sheets are available at the Town Hall for review and inspection. We have only attached the summary report & submission with this cover memo.

Thank you for your consideration.

Attachment

DES Waste Management Division
29 Hazen Drive; PO Box 95
Concord, NH 03302-0095

**2019 GROUNDWATER MONITORING
PERIODIC SUMMARY REPORT
Auburn Landfill
Chester Turnpike
Auburn, NH 03032**

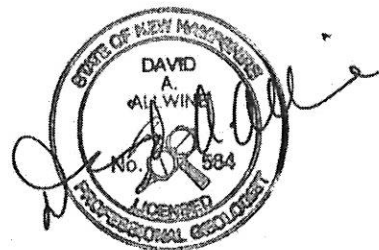
**NHDES Site #: 199002015
Project Type: Landfill Closure
Project Number: 1521**

Prepared For:
Town of Auburn
47 Chester Road, P.O. Box 309
Auburn, NH 03032
Phone Number (603) 483-5052
RP Contact Name:
Board of Selectmen
RP Contact Email:

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Date: 2019.10.24 16:01:22 -04'00'

Prepared By:
Stantec Consulting Services Inc.
5 Dartmouth Drive, Suite 200
Auburn, NH 03032
Phone Number: (603) 669-8672
Contact Name: David A. Allwine, P.G.
Contact Email: dave.allwine@stantec.com



Date of Report: October 24, 2019

Groundwater Monitoring Report Cover Sheet

Site Name: Auburn Landfill

Town: Auburn

Permit #: GWP-199002015-A-003

Type of Submittal *(Check all that apply)*

- ☒ Periodic Summary Report (year) : 2019
 - ☐ Data Submittal (month and year per Condition #7 of Permit):
-

Check each box where the answer to any of the following questions is "YES"

Sampling Results

- ☐ During the most recent monitoring event, were any new compounds detected at any sampling point?
Well/Compound:
- ☐ Are there any detections of contamination in drinking water that is untreated prior to use?
Well/Compound:
 - ☐ Do compounds detected exceed AGQS?
- ☐ Was free product detected for the first time in any monitoring point?
 - ☐ Surface Water (*visible sheen*)
 - ☐ Groundwater (*1/8" or greater thickness*)Location/Thickness:

Contaminant Trends

- ☒ Do sampling results show an increasing concentration trend in any source area monitoring well?
Well/Compound: MW-2/Manganese
- ☐ Do sampling results indicate an AGQS violation in any of the GMZ boundary wells?
Well/Compound:

Recommendations

- ☒ Does the report include any recommendations requiring DES action? *(Do not check this box if the only recommendation is to continue with existing permit conditions.)*
 - Add PFAS to list of analytes for MW-1 through MW-4, SW-1, SW-2, and the on-site dug well during each annual sampling event. The residential wells at 518 and 612 Raymond Road should be sampled once in April 2022 for PFAS to evaluate on-going trends in these off-site wells

This form is to be completed for groundwater monitoring data submittals and periodic summary reports submitted to the New Hampshire Department of Environmental Services Waste Management Division.



Stantec Consulting Services Inc.
5 Dartmouth Drive, Suite 200, Auburn NH 03032

October 24, 2019
File: 191710504

Attention: Groundwater Management Permits Coordinator
New Hampshire Department of Environmental Services
29 Hazen Drive; PO Box 95
Concord, NH 03302-0095

Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521

Dear Sir or Madam,

On behalf of the Town of Auburn, Stantec Consulting Services Inc. (Stantec) is pleased to submit the 2019 Periodic Summary Report for the above-referenced site (the "Site"). The Site's location is depicted on Figure 1. This report documents the results for the groundwater and surface water sampling conducted at the Site since submittal of the previous summary report in June 2016. The work described herein was completed in accordance with the Site's Groundwater Management Permit (GMP) No. GWP-199002015-A-003, which was issued on March 24, 2015.

BACKGROUND

From the 1940s until the 1970s, the Site was utilized as a municipal landfill for the Town of Auburn. An open burning dump area was also located at the Site until 1978, when an incinerator was constructed. From that time until 1998, the Site was utilized for recycling activities, ash disposal, burial of construction/demolition debris, and the burning of brush and slash. Since 1998, when the incinerator officially closed, the Site has operated as a transfer station under an agreement with Waste Management of New Hampshire.

In 1989, a *Hydrogeologic Study Report* was prepared by Hoyle, Tanner & Associates, Inc. (HTA) in response to a request from the New Hampshire Department of Environmental Services (NHDES). The investigation included determination of local bedrock and soil characteristics, groundwater flow and surface drainage patterns, and an evaluation of groundwater monitoring requirements. Results of a seismic refraction survey indicated that bedrock was present at a depth of approximately 20 feet to 50 feet below grade. Bedrock reportedly slopes down to the south and is overlain by glacial till and sand deposits. Seven observation wells were installed in test pits excavated throughout the Site. Gauging data collected from these wells and an existing dug well at the Site indicated that shallow groundwater flow was generally directed to the west-southwest towards Little Massabesic Lake. Based on this groundwater flow information, HTA proposed that four permanent monitoring wells be installed at the Site.



**Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521**

In December 1999, HTA installed the four monitoring wells as a part of the closure and capping of the ash and construction/demolition debris disposal areas. Monitoring well MW-1 was installed upgradient of the ash stockpile. Monitoring well MW-2 was installed downgradient of the ash stockpile, but upgradient of the construction and demolition debris disposal area. Monitoring well MW-3 was installed downgradient from the construction and demolition debris disposal area, but upgradient of the former open burning dump that was closed in 1978. Monitoring well MW-4 was installed downgradient of the former open burning dump. All four of these wells were installed as overburden monitoring points.

Sampling of these four monitoring wells, in addition to two surface water sampling locations, was first conducted on March 19, 2000. Samples were submitted for laboratory analysis of pH, chloride, nitrate, specific conductivity, dissolved Resource Conservation and Recovery Act (RCRA) 8 metals, and volatile organic compounds (VOCs). Results indicated the presence of arsenic, barium, chromium, lead, and/or mercury at concentrations exceeding their respective Ambient Groundwater Quality Standard (AGQS) in the monitoring wells. No other parameters were detected at concentrations above their respective AGQS in the samples. A second round of sampling conducted on July 6, 2001 did not indicate the presence of any of the analyzed parameters at concentrations above AGQS.

On August 31, 2001, HTA submitted a *Solid Waste Facility Phase II Hydrogeologic Study and a Groundwater Management Permit Application* to the NHDES. The first GMP, #GWP-199002015-A-001, was issued on November 27, 2002 and required the sampling of the Site's four monitoring wells (MW-1 through MW-4) and two surface water locations (SW-1 and SW-2) in April, July and November of each year. Analytical parameters included specific conductance, pH, nitrate, sulfate, total Kjeldahl nitrogen (TKN), chloride, iron, and manganese in April, July and November of each year; VOCs in April of each year; and drinking water metals in April 2003, April 2005, and April 2007.

On January 7, 2009, Stantec submitted a *Groundwater Management Permit Renewal Application* to the NHDES. The renewal application recommended that groundwater monitoring be reduced to twice per year. On March 12, 2010, GMP #GWP-199002015-A-002 was issued for the Site. This permit required sampling of the Site's four monitoring wells and two surface water locations in April and November of each year with analysis of specific conductance, pH, nitrate, sulfate, TKN, chloride, iron, manganese, and arsenic (for monitoring wells MW-1 and MW-3 only). In addition, analysis of the NHDES Full List of VOCs (including 1,4-dioxane) and drinking water metals was required in April 2011 and April 2014.



**Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521**

On February 11, 2015, Stantec submitted a *Groundwater Management Permit Renewal Application* to the NHDES. The renewal application recommended that groundwater monitoring continue with the program being performed at that time. On March 24, 2015, GMP #GWP-199002015-A-003 was issued for the Site. This permit requires sampling of the Site's four monitoring wells and two surface water locations in April of each year with analysis of specific conductance, pH, nitrate, sulfate, TKN, chloride, iron, and manganese. In addition, analysis of the NHDES Full List of VOCs (including 1,4-dioxane) and drinking water metals is required in April 2019. Groundwater sampling in general accordance with the GMP has been conducted since its issuance.

CONCEPTUAL SITE MODEL

The Site, which is located at the northeast corner of the Chester Turnpike and Raymond Road intersection, is currently utilized as a transfer station for Town of Auburn municipal waste. The Site was formerly utilized for disposal of municipal waste, construction and demolition debris, and incinerator ash. The Site is situated in a rural area of northeastern Auburn. Residences are located to the south and east of the Site. The areas to the north and west of the Site are mostly undeveloped and wooded.

Based on their presence in groundwater at concentrations exceeding AGQS, arsenic, manganese, and sulfate are the primary contaminants of concern (COCs) for the Site. The presence of these COCs may be attributable to the historical disposal of materials containing these COCs in the Site's former waste disposal areas. The approximate limits of the waste disposal areas are depicted on Figure 2. Infiltrating rainwater could have mobilized arsenic, manganese, and sulfate from the waste materials and allowed these contaminants to migrate into groundwater.

Since arsenic and manganese are elemental contaminants, they cannot be degraded; they can only be dispersed or transformed. Dispersion would occur through migration of dissolved arsenic and manganese with the flow of groundwater. Transformation of arsenic and manganese between more or less mobile forms can be affected by redox potential. In addition, since these COCs are positively charged, they will be more likely to be bound to soils with higher cation exchange capacities (such as clays or organic materials).

Sulfate is a fully oxidized form of sulfur. Sulfate is stable under aerobic conditions but is reduced to bisulfide under anaerobic conditions. Sulfides generated from sulfate reduction can form low solubility metal-sulfide compounds that precipitate out of groundwater. Therefore, sulfate reduction may lower dissolved-phase metal concentrations.



**Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521**

Based on current and historical well gauging data, overburden groundwater flow is generally directed to the southwest. Depth to overburden groundwater is generally within 10 feet of ground surface, except in areas of landfilling where the surface grade has been raised. Overburden materials at the Site primarily consist of sand and gravel. Based on an historical seismic survey, depth to bedrock at the Site ranges from approximately 20 to 50 feet below ground surface. The bedrock surface reportedly slopes down to the south. No bedrock monitoring wells have been installed at the Site.

Potential routes for human exposure to contaminated groundwater include direct contact and ingestion. Direct contact could occur through excavation activities that reach the groundwater table. Ingestion could occur through uptake of contaminated groundwater by water supply wells. Nearby residential properties to the south and east of the Site utilize private water supply wells. The closest known water supply well is located approximately 400 feet south of the Site on an adjoining property across the Raymond Road/Chester Turnpike intersection (Map 11, Lot 14).

Potential environmental receptors include an unnamed brook located immediately east and south of the former waste disposal areas and a perennial stream located northwest of the former waste disposal areas. Both of these surface water features flow in a generally westerly direction towards wetlands associated with Little Massabesic Lake, which is located approximately 3,700 feet west of the Site.

WORK PERFORMED

The sample events addressed as part of this reporting period were conducted on April 6, 2017, April 10, 2018 and April 18, 2019. During each event, Stantec recorded groundwater elevation data and collected groundwater samples from monitoring wells MW-1, MW-2, MW-3, and MW-4. Surface water samples were also collected from the SW-1 monitoring point. A surface water sample was collected from SW-2 during the April 2017 and April 2018 events, but not during the April 2019 sampling event because the location was observed to be dry. Historically, sample location SW-2 has been observed to be dry quite frequently. Monitoring well and surface water sampling locations are shown on Figure 2.

Groundwater elevations in monitoring wells were gauged using an electronic water level meter. Groundwater elevation data are summarized on Table 1. Prior to collecting groundwater samples, a minimum of three well volumes was purged from each monitoring well using dedicated Delrin® foot valves and polyethylene tubing (inertial pumps). Samples from the surface water locations were collected using a dedicated polyethylene bailer. Specific conductance and pH were measured in the field using a properly calibrated water quality meter.



**Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521**

Groundwater samples were collected into laboratory-supplied bottles and submitted under chain of custody to a New Hampshire-certified analytical laboratory for analysis. Samples collected in both April 2017 and April 2018 were analyzed for nitrate, sulfate, TKN, chloride, iron, and manganese. Samples collected in April 2019 were analyzed for the above list and additionally RCRA-8 metals and VOCs including 1,4-dioxane (0.25 microgram per liter [$\mu\text{g/L}$] detection limit). Monitoring well samples for metals analysis were filtered in the field using 0.45-micron in-line disposable filters and analyzed as dissolved metals. Surface water samples for metals analysis were not filtered and, therefore, were analyzed as total metals. The April 2017 and April 2018 laboratory reports were previously submitted to the NHDES. The April 2019 laboratory report is attached.

In addition to the GMP's normal sampling requirements, Stantec completed additional sampling for per- and polyfluoroalkyl substances (PFAS) as requested by a letter from NHDES dated November 22, 2016. The first round of PFAS sampling was conducted by Stantec on April 6, 2017 at the four on-site monitoring wells (MW-1 through MW-4). Based on the results of the April 2017 PFAS sampling results, NHDES requested an additional round of PFAS sampling in June 2017, which was to include the two surface water locations (SW-1 and SW-2), an on-site water supply dug well, and two off-site water supply wells (518 and 612 Raymond Road). The June 2017 PFAS sampling was conducted in accordance with the NHDES request in a letter dated June 1, 2017. In a letter dated August 10, 2017 NHDES requested another round of PFAS sampling to be conducted in November 2017 at locations MW-1 through MW-4, SW-1, SW-2, the on-site dug well, and 518 and 612 Raymond Road. The additional PFAS sampling round was conducted by Stantec on December 8, 2017. Stantec conducted a final round of PFAS sampling during the April 2018 GMP event on April 10, 2018 at MW-1 through MW-4, and the on-site dug well. Samples collected at monitoring wells and surface water locations were sampled in accordance with the procedures listed above. Samples collected from water supply wells were collected from an exterior spigot after allowing the spigot to purge for a minimum of 10 minutes.

All samples were collected in laboratory supplied containers, field preserved, and transported to the laboratory for analysis of PFAS by EPA Method 537 Rev 1.1 Modified Using LC/MS/MS. A field blank was also collected and analyzed by EPA Method 537 Rev 1.1 Modified Using LC/MS/MS for quality assurance/quality control (QA/QC). Sample collection was in accordance with the NHDES Standard Operating Procedure (SOP) #HWRB-21. The PFAS isomers reported included the list of nine compounds recommended by the NHDES as the minimum analytes at PFAS investigations.¹

¹ List of PFAS tested included perfluorononanoic acid (PFNA), perfluorooctanoic acid (PFOA), perfluoroheptanoic acid (PFHpA), perfluorohexanoic acid (PFHxA), perfluoropentanoic acid (PFPeA), perfluorobutanoic acid (PFBA), perfluorooctanesulfonic acid (PFOS), perfluorohexanesulfonic acid (PFHxS), and perfluorobutanesulfonic acid (PFBS).



Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521

GROUNDWATER FLOW

Depth to groundwater measured during the April 2017 sampling event ranged from 3.10 feet below top of well casing at MW-2, to 25.65 feet below top of well casing at MW-3. Depth to groundwater measured during the April 2018 sampling event ranged from 4.21 feet below top of well casing at MW-2 to 25.15 feet below top of well casing at MW-3. Depth to groundwater measured during the April 2019 sampling event ranged from 4.32 feet below top of well casing at MW-2 to 25.81 feet below top of well casing at MW-3. Depth to groundwater measurements were generally within their historical ranges. Current and historical groundwater gauging data are presented on Table 1.

Using the April 2019 groundwater elevation data, Stantec constructed groundwater flow contours depicted on Figure 2. Based on these data, the direction of groundwater flow at the Site is generally to the southwest, which is consistent with historical results.

SAMPLING RESULTS

Summaries of the analytical results collected at monitoring wells and surface water locations over the most recent five years are presented in Tables 2 and 3, respectively (attached). A discussion of the results of the April 2017, April 2018, and April 2019 sampling results is provided below.

MW-1

Monitoring well MW-1 is located upgradient of the landfill at the northeastern end of the former waste disposal areas adjacent to an ash disposal area. No AGQS exceedances were observed during the April 2017, April 2018, or April 2019 sample events.

MW-2

Monitoring well MW-2 is located southwest (downgradient) from the ash disposal area. Manganese was detected at concentrations exceeding its AGQS of 840 µg/L during all three sampling events (18,000 µg/L, 23,300 µg/L, and 11,000 µg/L, respectively). Arsenic was detected above its AGQS of 10 µg/L during the April 2019 sampling event at a concentration of 138.5 µg/L. No other parameters were detected at concentrations exceeding AGQS during the sampling events.



Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521

MW-3

Monitoring well MW-3 is located between a former construction and demolition debris disposal area and the former municipal waste landfill. Manganese was detected at concentrations exceeding AGQS during all three sampling events with concentrations of 3,190 µg/L, 2,700 µg/L, and 2,500 µg/L, respectively. No other parameters were detected at concentrations exceeding AGQS during the three sampling events.

MW-4

Monitoring well MW-4 is located in the southwestern portion of the waste disposal areas adjacent to the former municipal waste landfill. No parameters were detected at concentrations exceeding AGQS during either the three sampling events.

SW-1

Surface water sample point SW-1 is collected in the unnamed brook located south and east of the landfill where it crosses Raymond Road. No parameters were detected at concentrations exceeding Water Quality Criteria (WQC) during the three sampling events.

SW-2

Surface water sample SW-2 is collected from the perennial stream located northwest of the landfill. Iron exceeded its Fresh Chronic WQC of 1,000 µg/L during the April 2017 event at a concentration of 4,890 µg/L. Chloride exceeded its Fresh Chronic WQC of 230,000 µg/L during both April 2017 and April 2018 events at concentrations of 401,000 µg/L and 280,000 µg/L, respectively. No other parameters were detected at concentrations exceeding WQC during the April 2017 or April 2018 sampling events. As previously mentioned, no sample was collected from this location in April 2019 because the stream was observed to be dry.

PFAS SAMPLING

During the first round of PFAS sampling in April 2017, one or more PFAS compound was detected above laboratory reporting limits in all four of the on-site monitoring wells. Perfluorooctanesulfonate (PFOS) exceeded its AGQS of 70 nanograms per liter (ng/L) in MW-3 at 78 ng/L. Total PFOS and perfluorooctanoic acid (PFOA) exceeded its AGQS of 70 ng/L in both MW-3 and MW-4 at concentrations of 134 ng/L and 87 ng/L, respectively.

During the second round of PFAS sampling on June 1, 2017, one or more PFAS compound was detected above laboratory reporting limits in SW-1, SW-2, and the on-site water supply dug well. There were no detections of PFAS above laboratory reporting limits in either of the off-site supply



**Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521**

wells that were sampled. There were no exceedances of applicable AGQS in any of the analyzed samples.

During the PFAS sampling round that occurred on December 8, 2017, PFOA was detected above laboratory reporting limits, but below AGQS in the on-site water supply dug well and SW-1. There were no detections above laboratory reporting limits in either of the off-site supply well samples. There were no exceedances of applicable AGQS in any of the analyzed samples.

During the final round of PFAS sampling that was conducted on April 10, 2018, one or more PFAS compound was detected above laboratory reporting limits in MW-1 through MW-4 and the on-site water supply dug well. Total PFOA+PFOS exceeded its AGQS in MW-3 at a concentration of 87 ng/L. There were no other exceedances of applicable AGQS.

Effective October 1, 2019, the DES modified the AGQS for PFAS. No standards for surface water were established along with the new AGQS. Those compounds with revised AGQS include the following:

- PFOA: AGQS = 12 ng/L;
- PFOS: AGQS = 15 ng/L;
- PFHxS: AGQS = 18 ng/L; and
- PFNA: AGQS = 11 ng/L.

A comparison of the groundwater PFAS results to the new standards shows that PFOS exceeded its new AGQS of 15 ng/L in MW-3 (April 2017 and April 2018) and in MW-4 (April 2017 and April 2018). PFOA exceeded its new AGQS of 12 ng/L in MW-2 (April 2017 and April 2018), MW-3 (April 2017 and April 2018), and in MW-4 (April 2017 and April 2018). No detected concentrations of PFHxS or PFNA exceeded their new AGQS during the 2017 - 2019 sampling period.

HISTORICAL TRENDS

INORGANIC PARAMETERS

MW-1

The metals arsenic, chromium, lead, and manganese were detected at concentrations above their AGQS during the well's first sampling event in March 2000. However, only arsenic and manganese were subsequently detected at concentrations exceeding AGQS in this well.



**Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521**

Arsenic was detected at its highest concentration (154 µg/L) in March 2000 and was not detected above its AGQS again until April 2009 (at a concentration of 19 µg/L). Since 2009, the detection of arsenic in the well at concentrations exceeding AGQS has been somewhat sporadic, being detected above its AGQS during 7 of 12 sample events during which it was analyzed. The detected concentrations since 2009 have varied significantly, ranging from <8 µg/L in April 2014 to 49.3 µg/L in November 2014.

Since peaking at 3,700 µg/L in July 2008, manganese concentrations have decreased to less than 300 µg/L since the April 2015 sample event. Manganese concentrations have remained below AGQS during the past nine sampling events, last exceeding AGQS in November 2012.

Other analyzed metals have not been detected above their AGQS and/or laboratory reporting limits since the well was first sampled in March 2000. MW-1 arsenic and manganese trends are depicted in Figures 3 and 4, respectively. The March 2000 sampling data have been omitted from these figures to more effectively present subsequent data.

MW-2

The metals arsenic, barium, chromium, lead, manganese, and mercury were detected at concentrations above their AGQS during the well's first sampling event in March 2000. However, only manganese has been detected above its AGQS since that time with the exception of arsenic in April 2019, which was detected at a concentration of 138.5 µg/L. Since April 2007, the concentration of manganese has exhibited a generally increasing trend. During the April 2013 sampling event, manganese was detected at its highest recorded concentration in this well (33,900 µg/L). Manganese concentration trends for MW-2 are depicted in Figure 4.

MW-3

The metals arsenic, barium, chromium, lead, manganese, and mercury were detected at concentrations above their AGQS during the well's first sampling event in March 2000. Of these metals, only arsenic and manganese have continued to be detected above their AGQS. Arsenic and manganese concentrations appear to exhibit a generally decreasing trend. Arsenic and manganese trends are depicted in Figures 3 and 4, respectively.

In addition to these metals, sulfate has also been repeatedly detected at concentrations above its AGQS. However, the detected concentrations of sulfate have remained below the AGQS of 500,000 µg/L during the past ten sampling events and sulfate concentrations appear to exhibit a generally decreasing trend over time. The sulfate trend in this well is depicted in Figure 5.



Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521

MW-4

The metals arsenic, chromium, lead, manganese, and mercury were detected at concentrations above their AGQS during the well's first sampling event in March 2000. However, no analytes have been detected at concentrations above AGQS in this well since manganese last exceeded its AGQS in April 2004.

SW-1

Iron has been the only analyte detected at a concentration exceeding WQC at this surface water location. Iron exceeded the Fresh Chronic WQC during the July 2000 sampling event only. No other analytes have been detected at concentrations exceeding WQC.

SW-2

Iron and lead have historically been the only analytes detected at concentrations above WQC at this surface water location. Chloride exceeded its WQC for the first time in April 2017, and again in April 2018 at concentrations of 401,000 µg/L and 280,000 µg/L, respectively. Iron was detected at concentrations exceeding the Fresh Chronic WQC during the August 2006, April 2007, and April 2017 sampling events, while lead was detected at a concentration exceeding the Fresh Chronic WQC during the April 2007 sampling event only. No other analytes have been detected at concentrations exceeding WQC. This location has been dry during approximately half the GMP-required sampling events.

VOLATILE ORGANIC COMPOUNDS

Analysis for VOCs was required during this reporting period (April 2019). The only VOC compound that was detected above laboratory reporting limits during the April 2019 sampling event was acetone in MW-1 at a concentration of 8.3 µg/L, well below its AGQS of 6,000 µg/L.

Below is a summary of historical data for VOCs at this site.

Groundwater and surface water samples have been analyzed for VOCs ten times over their monitoring history. Samples were most recently analyzed for VOCs in April 2019. No VOCs have been detected in groundwater or surface water samples at concentrations exceeding AGQS or WQC, respectively. The most notable VOC detections were at MW-1 during the April 2009 sampling event, when several petroleum-related VOCs were detected at concentrations below AGQS. Otherwise, VOC detections have mainly occurred when contaminants were also detected in the laboratory method blanks, suggesting possible laboratory contamination. Only one VOC



October 24, 2019
Groundwater Management Permits Coordinator
Page 11 of 12

**Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521**

was detected above laboratory reporting limits in the samples collected during the April 2019 sampling event.

CONCLUSIONS

Based on the April 2017, April 2018, and April 2019 sampling results, manganese continues to be detected in monitoring wells MW-2 and MW-3 at concentrations exceeding AGQS. Manganese concentrations at MW-2 exhibit an increasing trend, while MW-3 manganese concentrations are general decreasing. Arsenic was detected at a concentration exceeding AGQS in MW-2 for the first time since the initial sampling of the well in March 2000.

During the reporting period, PFAS compounds were detected above laboratory reporting limits in the four on-site monitoring wells, the on-site water supply dug well, and in both of the surface water sample locations. Exceedances of the PFOA+PFOS AGQS (pre-October 2019 standards) in MW-3 were noted during both the April 2017 and April 2018 sampling event and in MW-4 during the April 2017 sampling event.

A comparison of the groundwater PFAS results to the new PFAS standards (effective October 1, 2019) shows that PFOS exceeded its new AGQS of 15 ng/L in MW-3 (April 2017 and April 2018) and in MW-4 (April 2017 and April 2018). PFOA exceeded its new AGQS of 12 ng/L in MW-2 (April 2017 and April 2018), MW-3 (April 2017 and April 2018), and in MW-4 (April 2017 and April 2018). No detected concentrations of PFHxS or PFNA exceeded their new AGQS during the 2017-2019 sampling period.

None of the analyzed contaminants were detected in surface water sample SW-1 above WQC during the reporting period. In surface water sample SW-2, iron was detected above WQC in April 2017, and chloride was detected above WQC in April 2017 and April 2018. In general, contaminant concentrations in surface water samples appear to be relatively stable.

RECOMMENDATIONS

The current GMP expires on March 23, 2020 and a GMP renewal application will be submitted for DES review in December 2019. Based on the data summary presented above, Stantec recommends that sampling of the Site's monitoring wells and surface water locations continue in accordance with the GMP to monitor on-going contaminant trends.

The proposed GMP sampling program to be presented in the GMP renewal application will be identical to that in the current GMP. Additionally, Stantec recommends that the analysis of PFAS be added to the GMP based on the exceedances of AGQS for PFAS during the April 2017 and



October 24, 2019
Groundwater Management Permits Coordinator
Page 12 of 12

**Reference: 2019 Periodic Summary Report
Auburn Landfill, Chester Turnpike, Auburn, NH
NHDES Site #199002015, Project #1521**

April 2018 sampling events. Stantec recommends that PFAS sampling be required at MW-1 through MW-4, SW-1, SW-2 and the on-site dug well during each future annual sampling event. Also, we recommend that the residential wells at 518 and 612 Raymond Road be sampled once in April 2022 for PFAS to evaluate on-going trends in these off-site wells.

We trust that this information is sufficient for your needs. If you have any questions or comments, or require any additional information, please call the undersigned.

Regards,

STANTEC CONSULTING SERVICES INC.

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Attachments: Tables 1-3
Figures 1-5
April 2019 Laboratory Report

c. Bill Herman, Town of Auburn

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Town of Auburn

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



Town Administrator

William G. Herman, CPM
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townadmin@townofauburnnh.com

To: Board of Selectmen

Bill Herman

From: Bill Herman, CPM, Town Administrator

Date: October 27, 2019

Re: Funding for Completion of the Addition to Auburn Police Department

At the Board's October 21st meeting, the Board discussed the anticipated costs for completing the addition to the Auburn Police Department, in addition to reaching a majority consensus for the funding sources to cover the total cost of the project.

To ensure I have fully understood the Board's discussion and intent, the following is a brief synopsis of my understanding of where we stand at this point:

- ❖ 8/21/2019 – BOS approved \$47,200 to come from the Town Building Rehabilitation CRF for Phase I (exterior work) for the APD Addition
- ❖ 10/7/2019 – BOS approved an additional \$5,125 for HVAC work for APD Addition bringing total authorized budget to \$52,325, but did not specify funding source for the additional cost.
- ❖ 10/21/2019 – Selectman Eaton provided a detailed breakdown of costs to complete Phase II (interior work) of APD Addition that totals \$37,455.95 – inclusive of the \$5,125 previously approved by the Board.
- ❖ Through several reports at Board meetings, it is also my understanding that of the items detailed in the original \$47,200 approved, there has been an overall savings of approximately \$5,000 realized to accomplish the work.

With that base understanding, it is my calculation that the total anticipated cost of the addition to the Police Department will be \$79,655.95 (the original \$47,200, plus the additional \$37,455.95 for Phase II, less the cost savings of \$5,000). Of this amount, the funding source for the original \$47,200 has been acted upon by the Board, leaving the balance of \$32,455.95 for the Board to formally determine the funding source.

Based on that understanding and accounting, I would recommend the Board consider the following motion to complete this project:

Move to approve a total project budget of \$79,655.95 for Phase I and Phase II for the addition to the Auburn Police Department. With the initial \$47,200 already authorized from the Town Buildings Rehabilitation Capital Reserve Fund, the remaining balance will be funded by \$17,500 from the 2019 Municipal Aid from the State of New Hampshire and up to \$15,000 from the Police Detail Revolving Fund with the money from the Police Detail Revolving Fund to be the last source of funds to be used for this project.

Thank you for your consideration.

Town of Auburn

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



Town Administrator

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

To: Board of Selectmen

From: Bill Herman, CPM, Town Administrator

Date: October 17, 2019

Re: Potential Capital Projects and Funding

Following the Board's initial discussion at your October 7th meeting concerning the potential use of the Municipal Aid Funds from the State of New Hampshire, we wanted to provide the Board with a list of potential revenue sources and amounts, as well as a host of capital items that have been mentioned during past meetings or is included in the FY 2020 budget package you are working through.

Hopefully, this summary will be helpful in your thought process and discussions to come.

Potential Available Funds:

2019 Municipal Aid from State:	\$43,330.77
Police Details Fund:	\$12,000 - \$15,000
Building Restoration Capital Reserve Fund:	\$26,335.55
2020 Municipal Aid from State:	\$43,330.77
Funds from Undesignated Fund Balance:	\$100,000 - \$125,000

Potential Projects:

Completion of addition to Police Department:	\$35,000
Replace doors at Highway Garage:	\$ 2,500
Insulation of Safety Complex:	\$12,000 - \$18,000
Repairs to Pingree Hill Station:	\$56,680
Library Property Expansion Assessment:	\$30,500
Storage Garage for Parks & Recreation:	\$30,000 - \$35,000
Softball Field Backstop & Fence / Eddows Field:	\$33,000

Beyond these specific projects, there are several capital reserve or expendable trust funds such as the Building Restoration, Property Improvement and Vehicle & Equipment Maintenance that could be funded.

These items are in no particular order and are only intended to try and list in one place all of the different items you may be considering overall.

Thank you for your consideration.

**Town of Auburn
Board of Selectmen
October 21, 2019
6:30 PM
Minutes**

Selectmen Present: Richard Eaton, Keith Leclair and Todd Bedard

Others Present Dan Carpenter, President, Auburn Historical Society, Police Chief Ray Pelton, Lieutenant Charles Chabot, APD Office Manager Lil Deeb, Fire Chief Michael Williams, Deputy Fire Chief, Bob Seling, Library Director Kathryn Gowney, Library Trustees: Elizabeth Michaud, Brenda Beer, Marilyn Cavanaugh and Joseph Forest; Keith Martel, Susan Anderson, David Anderson, Paula Marzloff, Michael DiPietro, Michael Rolfe, Tom LaCroix, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

Non-Public Session – RSA 91-A: 3, II (a) - Performance review and compensation of a public employee(s)

Mr. Bedard motioned to go into non-public session at 6:30 PM pursuant to 91-A: 3, II (a) for a performance review and compensation of a public employee(s). Mr. Leclair seconded the motion. A roll call vote was taken Mr. Eaton – yes; Mr. Leclair – yes; Mr. Bedard – yes. All were in favor, the motion passed unanimously.

The meeting room was closed to the public at 6:30 PM.

Chief Williams met with the Board to complete discussion of a three-year extension of his employment contract. The Board of Selectmen proposed an increase to his salary to \$35,000 for the first year, beginning October 1, 2019 and an additional \$2,500 per year for each of the second and third years, totaling \$40,000. Chief Williams countered the offer and agreed to the increase to \$35,000 for the first year, beginning October 1, 2019 and requested an additional \$3,000 per year for each of the second and third years, totaling \$41,000 by 2022.

The Board members indicated they were in agreement with the Chief's request and felt it moved the position closer to equity in comparison with other similar positions in regional communities. Mr. Leclair if Chief Williams was happy working for the Auburn Fire Department, and he stated that he was, it is a great department with good people although a little work is needed.

The final non-public item for the Board was as a follow-up to their October 7th meeting and performance review discussion with the Town Administrator. The Board reviewed and approved the blended performance evaluation document for the Town Administrator.

Mr. Leclair motioned to come out of non-public session at 6:48 PM. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

The meeting room was reopened to the public at 6:48 PM. The Chair recessed the meeting.

Call to Order – Pledge of Allegiance

Mr. Eaton resumed the meeting at 7:00 PM and led the Pledge of Allegiance.

Approval of Payroll Manifest for the Week of October 14, 2019 - \$55,721.16

Mr. Leclair motioned to approve the Payroll Manifest for the Week of October 14, 2019 in the amount of \$55,721.16. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of October 21, 2019 - \$319,171.87.

Mr. Leclair motioned to approve the Accounts Payable Manifest for the Week of October 21, 2019 in the amount of \$319,171.87. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Consent Agenda for the Week of October 21, 2019

Mr. Eaton read out loud and offered for inspection a copy of the Consent Agenda for the Week of October 21, 2019 some of which included: Property Tax Warrant/Second Issue Property Tax Bills \$8,745,792, Second Issue Manchester Water Works PILOT Bill \$153,300, Second Issue Betterment Assessment Warrant – Cottage Avenue Water Project \$2,290.56, MOU Financial Transactions/Griffin Free Public Library, Notice of Intent to Cut (100 Tons Biomass Chips – 11 Eaton Hill Road), Commendation/Boston Post Cane: Mildred Bovarnick Eisman, MOU Homeland Security Grant 2019 Radio Reprogram/AFD, and one (1) Pistol/Revolver License.

Mr. Leclair motioned to approve the Consent Agenda for the Week of October 21, 2019. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Appointments with the Board

Monthly Meeting – Fire Chief Mike Williams

Chief Williams provided his Monthly Report dated September 19, 2019 together with copies of proposed SOP's #015 and #016.

Chief Williams reported there were 37 calls in September. Mutual Automatic Aid has been implemented with Chester Fire and is working well with an equally shared response rate so far. The agreement will be reevaluated in a month. Each Town will cancel each call ASAP if the mutual aid response is not necessary.

Chief Williams noted Rescue vehicle delivery has been delayed until next Wednesday. Annual cistern inspections have been done and all passed, with one strainer having to be replaced. The dry hydrants will have painting finished. Chief Williams detailed the Department's participation in the Manchester Airport Drill and sent the tanker down the runway. The Department would automatically respond to aid in any major aircraft incident.

Chief Williams reported the Department is utilizing EMS training more with Elliot Hospital. The Chief reported the addition of two new members, who are returning former members Stephen Davis and Sage Quimby.

Consideration of SOPs #015 & #016

Chief Williams noted SOP #015 was written to describe the AFR EMS training and responsibilities. Detailed certification requirements are listed for each level of EMS certification including frequency of recertification periods on the back of the SOP. Some training is required by State and some is national. The purpose of the policy is to outline what Auburn requires and who is responsible for what to be licensed by the State and be on Auburn's response list.

Chief Williams noted SOP #016 was written to define the policy of a Fire or EMS detail and responsibilities. Some of the details include road races and details at school. This SOP formalizes how a fire watch is carried out per state regulations, equipment, pay rates and the hiring process.

Mr. Leclair asked about the rates, if they were standard, specifically the \$35/hr. apparatus rate which Mr. Leclair felt was low. Chief Williams noted the FEMA reimbursement rate and that this figure was acquired from the Hooksett Fire Chief.

Mr. Bedard motioned to adopt SOP #015 & #016 for the Auburn Fire Department. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Request for Credit Card for the Fire Department

Chief Williams requested the ability to have a general credit card for the Department which could be held by either the Chief, Deputy, Lieutenant or Captain. It was suggested the card could have a specified limit of between \$1,000-\$3,000 could be utilized to make online purchases, send out for refreshments during a large fire and other items which currently requires one of the members to use a personal card and be reimbursed after the fact. The Department currently has a vendor specific credit card and open accounts at most used vendors. Mr. Herman cautioned both the Finance Director and the Town Auditors do not recommend issuing general credit cards, and it is not allowed under the financials policies adopted by the Board of Selectmen. He also felt such a consideration shouldn't be made for one department if approved. The Board agreed they would look into the request.

FY 2020 Town Budget Presentations

Auburn Historical Association – Dan Carpenter

Mr. Carpenter presented the proposed FY 2020 Historical Association budget in the amount of \$5,000 which is level funded from last year.

Mr. Carpenter provided the Board with a copy of the Historical Association agenda dated October 15, 2019 and Mission Statement with an outline of the history of the Association since 1992, major past projects and donations received since 2013 and current and future goals of the Association. Mr. Carpenter noted the Duck Race fundraiser has become the largest event in Auburn and is a nice community event enjoyed by all, old and young and in 2019 alone raised approximately \$25,000 for multi-Auburn charities and organizations.

Mr. Carpenter noted that with the buildings owned by the Association comes the cost of maintenance for what is now a 20-year old building and two associated smaller buildings. Money has been set aside by the Association for a roof or furnace, while he noted \$2,500 was spent on the furnace last year.

Mr. Leclair motioned to approve the FY 2020 Historical Association budget in the amount of \$5,000. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Mr. Leclair wanted to acknowledge and thank Susie Thiboult for all of her help and support of the Association over the years now that she has retired, and said she will be sorely missed.

Griffin Free Public Library – Library Director & Trustees

Library Director Kathryn Growney presented the proposed Griffin Free Public Library FY 2020 budget in the amount of \$47,613 which is a one percent reduction from last year. Ms. Growney displayed a trophy the Library recently won for the NH State Library Card Challenge, for having 14% new registrations and noted Auburn had more than much larger facilities like Concord or Nashua. Ms. Growney noted library card registrations, now renewing every three years, are important because it tells the State how active the library is and helps them to get grants and funding based on this participation. Ms. Growney noted program attendance has quadrupled.

Mr. Leclair asked how the operating account sits currently. Ms. Growney noted it is on target with spending. The Treasurer's report is available on the website. Mr. Forest, who is currently the Treasurer, noted they are at 75%. Ms. Growney noted major spending typically happens at the beginning of the year after January 1st.

Mr. Eaton indicated a few weeks ago he visited the library and enjoyed the Chamber of Commerce meeting. Coffee with Cops and Parks & Recreation's Cellphone 101 are other great programs to take advantage of. Ms. Growney noted these programs build a sense of community.

Mr. Leclair motioned to approve the Library budget for FY 2020 in the amount of \$47,613 which is one percent less than last year. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Police Department – Chief Pelton & Police Commissioners

Chief Pelton presented the Police Department's proposed budget for FY 2020 in the amount of \$244,672 which is an increase of \$310 from last year.

Chief Pelton noted some staff changes since Chief Picard retired and Officer Aku moved to Londonderry. A new full-time officer, Ryan Goulet, came to Auburn from Chester.

Chief Pelton noted calls for service are up, but not representative of an increase in burglaries. Mostly officers are dealing with people and cars passing through and some of those are DUIs with narcotic influence. The Department received first aid, CPR and Narcan training. A new family court will open in Candia which will deal with the more rigorous follow-ups of juvenile offenses, the prosecutor agreement will save time from officers attending, the prosecutor has to be paid and that is why that line is increased.

Chief Pelton noted vehicles are changing out because changes to the Ford Explorer frames are causing none of the equipment to be transferred. They are 11" wider. This happens every five-10 years. This year they will purchase one vehicle and roll over two equipment packages to next year's budget. The Department usually purchases two vehicles per year. Mr. Leclair clarified the Department purchases the car now and the equipment in January. Chief Pelton noted fuel cost is estimated at \$2.71 for next year and was cut by \$500 to \$24,300. The

motorcycle lease was discussed which is for one year and an officer needs to be certified. Mr. Leclair urged the Department to make sure someone is using it. The radar trailer will have a fee in 2021 for saving data of \$1,500/yr. The radar trailer has been very effective.

Chief Pelton noted the Department is always working on community outreach with other departments. The federal government is cutting back on funding safety projects. Mr. Leclair asked about frequencies of DUIs. Chief Pelton noted radar issues are summer related and 20 or so DUIs will be seen between now and the end of the year because of the holidays.

Mr. Leclair recommended discontinuing one of the storage units since the addition will be done in a few weeks. Chief Pelton cautioned the files will still need to be moved over and organized. Mr. Eaton recommended a six-month interval for that.

Mr. Eaton recommended returning the fuel line back to as originally requested, \$25,000 and to take out one of the storage units for six months to give the Department time to organize the files as they are transferred to the new addition.

Mr. Leclair motioned to approve the Plant Cost line of the Police Department budget for FY 2020 in the amount of \$7,380. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Mr. Leclair motioned to approve the Fuel Cost line of the Police Department budget for FY 2020 in the amount of \$25,000. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Mr. Leclair motioned to approve the remainder of the proposed FY 2020 Police Department budget as presented at \$212,372. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

New Business

FY 2019 Tax Rate

Mr. Herman provided the Board with a Memorandum dated October 17, 2019 and copy of NH Department of Revenue Administration (NHDRA) report officially establishing the Town's 2019 tax rate at \$18.81 per thousand valuation. As set, the rate is \$1.75 higher than the 2018 rate of \$17.08 - but is substantially less than the additional \$2.25 anticipated back in March. The Tax Collector anticipates the bills will be printed this week, will be in the mail by October 25th and will be due on December 2nd.

Mr. Herman noted it looks positive that the Town will not have to borrow any anticipation funds with sufficient cash reserves to continue meeting the Town's financial obligations until the December 2nd due date.

Police Department Authorization for Expenditures

Mr. Herman provided a Memorandum dated October 10, 2019 concerning Authorization of Capital Expenditures by Auburn Police Department requesting the following purchases by the Department from the \$30,000 remaining in the FY 2019 budget line for part-time officers' wages through the end of the year together with written estimates from Patrol PC, Dupont Storage Systems, and Jorgenson Industrial Companies.

The purchases would include two (2) mobile computers and related equipment for police cruisers, \$12,000; office shelving system, two additional shelving units and installation for record storage, \$8,960; and six lockers to complete the two lockers rooms for the addition at the police department, \$2,289.

Mr. Leclair motioned to approve the acquisition of two replacement cruiser laptop computers, office shelving systems for record storage, and six lockers for the Auburn Police Department at a combined cost of \$23,249.09 with funds available in the FY 2019 Part-Time Officers Wages account. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Request for Bus Stop – Juniper Circle

Mr. Herman provided a copy of a draft letter to the Superintendent of Schools and excerpt from the minutes of the Highway Safety Committee's October 16, 2019 meeting. The Highway Safety Committee urged the Board of Selectmen to join with them in supporting their request, together with the Police Chief, for the Superintendent to reconsider a bus stop at Juniper Circle and Lover's Lane be provided for the safety of the children who are otherwise walking along Lovers Lane to Seavey Drive. There are no sidewalks along Lovers Lane, which has decreased visibility for both motorists and pedestrians. Documented traffic counts demonstrate a heavy volume with high speeds during the morning commute when school buses would be in the area. The Auburn Police have expressed concern for the walk from Juniper Circle to Seavey Drive given the traffic and documented speeds at that hour. The Board was in agreement, but noted it is only a recommendation to the Superintendent of Schools. The letter was signed by the Selectmen, Chair of the Highway Safety Committee and the Police Chief.

Auburn's 175th Anniversary – 2020

Mr. Eaton noted the Auburn Historical Association has noted 2020 will be the Town's 175th Anniversary. The Board is interested in discussing this with the Association and to learn what plans there may be and what budget funds might be appropriate.

Bond Reduction – Tilton Place

Land Use Administrator Denise Royce provided a letter dated October 18, 2019 together with the relative portion of the meeting minutes of the Planning Board and letter of recommendation of Stantec concerning the Surety Reduction Recommendation (#2) for Tilton Place Subdivision and Ilsley Hill Subdivisions: Map 8, Lot 29 Copley Court and Map 5, Lot 104 Nathaniel Way owned by Keith Martel.

The Planning Board, by motion, approved the surety reduction for Tilton Place Subdivision, Tax Map 5, Lot 104 from \$88,969.75 to \$19,948.40 to be held for 2-year warranty surety.

Stantec noted a site visit on October 14, 2019 and provided a reduction estimate worksheet as a result of that visit, noting \$18,631.50 in estimated unfinished work. Mr. Tatem noted however the remaining surety cannot be reduced lower than the amount of the two-year warranty surety (2% of the total original surety amount) of \$19,948.40.

Mr. Leclair motioned to approve the reduction of the surety to \$19,948.40 for Tilton Place, Map 5, Lot 104 Nathaniel Way to be held for two years for the required two-year warranty

surety for the road. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Consideration of Employee Evaluations

Mr. Bedard motioned to approve a three-year extension of the employment agreement of Fire Chief Michael Williams to commence October 1, 2019 and continue through September 30, 2022, and to establish the Chief's salary at \$35,000 per year effective October 1, 2019 based on a positive performance evaluation. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Mr. Bedard motioned to approve a step increase for Acting Captain Glennon from a Labor Grade 11, Step 9 to a Labor Grade 11, Step 10 based on a positive performance evaluation. Should Acting Captain Glennon cease this temporary fill-in-assignment, we also approve a step increase for Lieutenant Glennon from a Labor Grade 9, Step 10 to a Labor Grade 9, Step 11. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Mr. Bedard motioned to approve a step increase for the Town Administrator from a Labor Grade 20, Step 15 to a Labor Grade 20, Step 16 based on a positive performance evaluation. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Old Business

Potential Capital Projects and Funding

Mr. Herman provided a Memorandum dated October 17, 2019 relative to Potential Capital Projects and Funding as a follow-up to the discussion of the October 7, 2019 meeting concerning potential uses of the Municipal Aid Funds from the State of New Hampshire; with a list of other potential revenue sources and capital items. Based upon the information provided, Mr. Eaton proposed the following:

After using the remaining balance of the Town Buildings Capital Reserve Fund and approximately \$3,000 from 2019 Municipal Aid from the State of New Hampshire to complete the addition to the Police Department, Mr. Eaton felt there would be approximately \$183,000 available between this year and 2020 for capital projects. He estimated these funds to include: \$40,000 from 2019 Municipal Aid, \$43,330.77 for 2020 Municipal Aid and \$100,000 for the undesignated fund balance.

With these funds, Mr. Eaton felt the Town should look at funding the replacement of garage doors for the Highway Garage, \$2,500; Insulation at the Safety Complex, \$18,315; a portion of the requested repairs at the Pingree Hill Fire Station, \$33,000; Library Expansion Assessment, \$30,500; Storage Garage for Parks & Recreation, \$40,000; Softball Field backstop and fencing at Eddows Field, \$33,000, which totals \$157,315.

Mr. Eaton provided a detailed estimate for the completion of Phase I and II of the Auburn Police Department. He noted the \$5,125 HVAC Adjustment added at the October 7th Board of Selectmen's Meeting which resulted in a total approved expenses for the project of \$52,325, of which \$35,817.79 has been spent and \$16,507.21 remains.

Mr. Eaton noted he got a quote for the suspended ceilings for \$2,500. Mr. Eaton noted insulation would be done in the summertime and the Department staff would need to be moved while that was done.

Mr. Bedard thanked Mr. Eaton for doing this work on the Safety Complex, and indicated it was a good idea. Mr. Bedard noted he would like to see community involvement in other projects and stated the Town was lucky Mr. Eaton stepped in to help with the Safety Center or it would have been a lot more expensive. Neither Mr. Bedard or Mr. Leclair were interested in using all of the remaining funds in the Town Buildings Capital Reserve Fund to ensure some funds were available in the event something happened or if the voters did not wish to replenish funds in March. Mr. Leclair noted the original plan, before the revenue of the State Aid to Municipalities was known, was to do the addition and button it up for the winter months, saving the interior improvements for funding next year by some means. He indicated at that time Police Chief Pelton indicating using some funds from the Police Detail Fund was possible for the addition.

Mr. Eaton was not in favor of using any funds from the Police Detail fund as he felt it was now unnecessary due to the funds provided by the State which had been unexpected. Mr. Leclair noted their contribution allows us to get other things done and ultimately, we have to go to the voters for that.

Mr. Eaton noted the sale of the old fire station proceeds went into the undesignated fund balance and it was agreed at the time, storage would be provided with those funds for Parks & Recreation. Mr. Eaton recommends a 20x40 shed to be located near the Safety Complex which will grow with storage needs and could be used by other Departments in conjunction with Parks & Recreation. Mr. Leclair asked if a smaller 10x15 shed were done where it might go.

The Selectman were in favor of tabling this until next week provided Mr. Eaton did not need the funds to pay workers before then, and to allow Mr. Herman to put together the proper wording of the motion for the completion of the Police Department addition based on the sense of the Board's discussion. Mr. Eaton noted it could wait one week.

Addition to Auburn Police Department

Mr. Eaton reported the petitions were installed today, the electrician is coming tomorrow, the plumber on Wednesday and Mrs. Rouleau-Cote, the Building Inspector on Thursday. Saturday at 7 AM, the insulation for R23 will go into the walls and AAA Heating will be piping the air condition and then the ceiling diffusers will be connected. Then the foam for the ceiling followed by drywall that Tuesday and then the cabinet contractor and flooring will be contacted with a projected completion date of December 15, 2019.

Mr. Eaton noted seven or eight lights are burnt out in the main area of the current police department space, in addition to two fixtures in Lil's area. He indicated they can be replaced at \$135 per tube for LED fixtures, which is \$100 savings per fixture over what the last contractor charged, so he has included that expense within the costs for the addition. The Board was in agreement with that approach.

Library

Noting the potential need for funding a capital project for the library in the future, Mr. Eaton noted it had been an earlier Board of Selectmen that Mrs. Marzloff had served that recommended the road reconstruction budget years ago which he felt has been a great vision

and wonderful idea. Mr. Eaton recommended putting funds aside annually as an Infrastructure funding account to benefit projects like the proposed library renovation and community center. Ms. Growney asked what steps the library could take to make this happen. Mr. Eaton recommended speaking with representatives, Budget Committee and keeping communication and understanding moving forward with the Board of Selectmen. Mrs. Marzloff noted the usual pushback with funding long term projects is the notion of letting people who will be here then pay to fix it, as opposed to having people today save to pay for a project tomorrow. Ms. Growney noted libraries are great meeting places and Auburn has certainly demonstrated a need for more that and could kill two birds with one stone.

Mr. Bedard asked Ms. Growney the vision for the library. Ms. Growney noted current needs are to have adequate space for the physical collection, to get compact shelving to maximize space, to have meeting space capabilities for 40-50 people for programs, to have meetings, study and workspaces and more computer stations, a break area for staff and adequate parking. She noted the Library Trustees are planning a focus group session similar to one used by the School Board, as well as surveys of the public that will begin in 2020.

Report/Comments of Ex-Officio Board Representatives

Mr. Bedard noted he made a brief appearance at the Parks & Recreation meeting and the potential storage shed was being discussed.

Mr. Eaton noted the Highway Safety Committee discussed the Juniper Circle bus stop.

Other Business

Next Meetings/Events

Monday, October 28, 2019 – Board of Selectman's Meeting – 7:00 PM

Monday, November 4, 2019 – Board of Selectman's Meeting – 7:00 PM

Mr. Eaton noted he was scheduled to go to the Cub Scouts meeting October 24th.

Minutes

- October 7, 2019 Public Meeting
- October 7, 2019 Non-Public Meeting

Mr. Leclair motioned to approve the minutes of the October 7, 2019 Public Meeting. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Mr. Bedard motioned to approve the non-public minutes of the October 7, 2019 Meeting. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Adjourn

Mr. Bedard motioned to adjourn the meeting at 9:49 PM. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Respectfully submitted,
Nancy J. Hoijer,
Recording Secretary