

**Town of Auburn
Board of Selectmen
Town Hall
June 29, 2020**

7:00 p.m.

() Call to Order – Pledge of Allegiance

Approval of Payroll Manifest for the Week of June 22, 2020 -- \$55,013.17
Approval of Accounts Payable Manifest for the Week of June 22, 2020 -- \$13,918.49
Approval of Accounts Payable Manifest for the Week of June 29, 2020
Approval of Consent Agenda – Week of June 29, 2020

() Appointments with the Board

Gary & Pamela Gramatikas – 20 Appletree Road – Restoration of Involuntarily Merged Lots

() Town Response to Covid-19 and State of Emergency Declaration

General Update on Town Issues

() New Business

Resignation of Alternate Library Trustee
Highway Safety Committee Recommendations

- Additional Street Light Locations
- “No Left Turn” Sign for Depot & Hooksett Roads Intersection

Power Washing of Town Hall
Discussions with Manchester Water Works
Design of Griffin Mill Bridge

() Old Business

Request for Proposal for LED Street Light Conversion
Request to Cut Tree Limbs on Town Property

() Report / Comments of Ex-officio Board Representatives

() Other Business

() Next Meetings / Events

Monday, July 13, 2020 – Board of Selectmen’s Meeting – 7:00 PM
Monday, July 27, 2020 – Board of Selectmen’s Meeting – 7:00 PM

() Minutes

- June 15, 2020 Workshop Meeting
- June 15, 2020 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

June 29, 2020

Mrs. Brenda Beer
P.O. Box 124
Auburn, NH 03032

Dear Brenda:

It was with sincere regret that we received your notice of resignation as an alternate member of the Board of Library Trustees for the Griffin Free Public Library.

We appreciate your willingness to volunteer to serve our community as a member of this important local board, in addition to your past service to Auburn as a Selectman and School Board member. You have provided the residents of Auburn with years of volunteer service. At a time when tremendous demands are made on individual's time, the need for service to the community also increases. Your service to Auburn has clearly not gone unnoticed.

Although it may not have always been obvious, your willingness to take the time to serve our community has been sincerely appreciated. And as such, we are pleased you are willing to continue as a member of the Friends of the Griffin Free Public Library.

On behalf of the citizens of the Town of Auburn, please accept our very sincere thanks for your service to our community, and our best wishes for continued success in the months and years ahead.

Sincerely,

Keith N. Leclair, Chairman

Todd R. Bedard, Vice Chairman

Michael J. Rolfe, Selectman
AUBURN BOARD OF SELECTMEN

Bill Herman

From: Nancy <n.mayland@comcast.net>
Sent: Tuesday, June 23, 2020 8:05 PM
To: brenda.m.beer@gmail.com
Cc: sharon279@comcast.net; WMCavanaugh@comcast.net; Director@griffinfree.org; LizMich@comcast.net; Bill Herman
Subject: Re: extra meeting to accept grant.

Brenda; I am so sorry to hear that. You have been a great asset to our board and will always be welcome at our meetings and to come back if you ever choose to.

We'll miss you 😊

Nancy. Sent from Xfinity Connect Application

-----Original Message-----

From: brenda.m.beer@gmail.com
To: n.mayland@comcast.net
Cc: sharon279@comcast.net, WMCavanaugh@comcast.net, Director@griffinfree.org, LizMich@comcast.net, townadmin@townofauburnnh.com
Sent: 2020-06-22 9:21:23 AM
Subject: Re: extra meeting to accept grant.

I will always support the library and look forward to the wonderful things that will happen in the future. However, I find that other things are taking up my time and I am resigning as an alternative trustee. I will continue as a Friend if the Library.

Sent from my iPhone

On Jun 22, 2020, at 9:14 AM, Nancy <n.mayland@comcast.net> wrote:

We will have the meeting on Thursday the 2nd @ 6:30. It should be very quick. I will let Bill Herman know so he can post it properly

Nancy. Sent from Xfinity Connect Application

-----Original Message-----

From: brenda.m.beer@gmail.com
To: n.mayland@comcast.net
Cc: sharon279@comcast.net, WMCavanaugh@comcast.net, Director@griffinfree.org, lizmich@comcast.net
Sent: 2020-06-19 1:39:11 PM
Subject: Re: extra meeting to accept grant.

**Town of Auburn
Highway Safety Committee
June 17, 2020**

Committee Members Present: Mike DiPietro, Chairman, Road Agent Michael Dross, Dennis Vieira, Selectman Todd Bedard, and Sgt. Kevin Cashman

Call to Order: Mr. DiPietro called the meeting to order at 7:00 PM.

Old Business

Approval of Minutes – February 19, 2020 and March 18, 2020

Mr. Vieira motioned to accept the minutes of February 19, 2020. Mr. Dross seconded the motion. A vote was taken, Officer Cashman and Selectman Bedard abstained, the motion passed 3-0-2.

Mr. Vieira motioned to accept the minutes of March 18, 2020. Mr. Dross seconded the motion. A vote was taken, Mr. Vieira, Selectman Bedard and Officer Cashman abstained, the motion passed 2-0-3.

Police Report

Sgt. Cashman reported 84 motor vehicles stops, four motor vehicle accidents with one arrest and five summonses. Sgt. Cashman indicated there were a lot of speeding complaints and the radar trailer has been put out in numerous locations.

Sgt. Cashman indicated a complaint was received in April regarding the Depot Road and Hooksett Road intersection. Mr. DiPietro recommended checking with Mr. Herman to make sure there was a response. The Committee noted the intersection needs to be changed and Sgt. Cashman recommended having no left turns until it is moved.

Road Agent Report

Road Agent Dross reported a lot of activity out at Tower Hill with no parking signs and barricades which are going to be up until July 7th. Google Maps is directing visitors to the residential neighborhood for an access point.

Road Agent Dross reported he has been busy with shim and overlay, culverts and monitoring beaver activity. Pingree Hill Road will be done next. A street sign that came down was fixed. Trees are being cut and the crane is coming in August. Barricades were moved at Dartmouth Drive where junk was being dumped again and will probably need to be gated.

New Business

Mr. DiPietro asked Selectman Bedard to talk about the streetlight project the Board of Selectmen is undertaking.

Selectman Bedard summarized the discussion at the Selectmen's meeting on June 15th. He reported 82 streetlights have been identified for possible conversion to LED. Mr. Bedard drove around last fall to each location to map the existing streetlights and try to identify some that may be needed somewhere else and others that no longer may be needed.

Selectman Bedard encouraged the Committee to recommend locations where a streetlight may be needed before the Request for Proposal is issued. Mr. Vieira indicated Gardner Road and Bunker Hill Road where the bus stop is. The road is narrow, and the bus stop is dark at 6 AM when the students are out there waiting to be picked up. Sgt. Cashman noted a couple of intersections he was surprised did not have them and Windsor Drive and By-Pass 28.

Next Meeting:

Mr. Dross motioned to recess the Highway Safety Meetings until September 16th. Sergeant Cashman seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Adjourn

Mr. Dross motioned to adjourn the meeting. Mr. Vieira seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The meeting adjourned at 7:12 PM.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary

21 Steam Mill Rd.
Auburn, NH 03032-3815

April 3, 2020

Board of Selectmen
Town of Auburn
P.O. Box 309
Auburn, NH 03032

Dear Board of Selectmen:

I almost got creamed last week in my car when turning left from Depot Road to Hooksett Road.

First, I stopped at the stop sign. (Yeah, I'm one of those who does that.) Then I watched two cars come over the hill on my right—the apex is, what, 100 feet away on Hooksett Road?—and realized that there was no [expletive deleted] way I could see or know beforehand that a car was driving south (southeast? anyway, from my right) as I turn onto Hooksett Road. The apex of the hill blocks seeing approaching cars—especially, evidenced by the two cars that passed, ones exceeding the posted speed limit.

Sure 'nuff, leaving things to fate, I gunned my car's engine, turned left, and a car suddenly appeared at the apex of the hill now behind me. It quickly, noticeably slowed down behind me.

Why bother telling you this? Well, first, I'm amazed (though not surprised) that the Town of Auburn has not fixed this obviously dangerous intersection. For instance, shave the top of the—hill down and repave the resulting flattened road, thereby increasing the sight line from Depot Road to the right, to the right up Hooksett Road. This way, drivers on Depot Road can see oncoming traffic, and vice versa.

Or maybe close Depot Road at that intersection. No, not make it one-way enter (or do not exit, depending on your perspective) because too many drivers ignore traffic laws and signs. Or maybe rip up, reroute southerly, then repave Depot Road at that intersection. Costly though, involving buying property.

Or the Town of Auburn could post a stop sign just south of the apex, thereby "stopping" traffic traveling south, and giving drivers on Depot Road a chance to better see when to enter oncoming traffic.

A stop sign? There?

I mention this because last fall the Town of Auburn installed stop signs at the intersection of Steam Mill Road and Wellesley Circle, creating a 3-way stop intersection. Mind you, the sight lines in both directions of Steam Mill, in and out of Wellesley, and from Wellesley to Steam Mill are quite far.

So what do these signs do? Ideally they lower the speed of traffic—something that I and at least one other resident warned about when invited to comment on the proposed sweeping, unobstructed, gradually curved extension of Nutt Road however many years ago (when another Eaton was a Selectman).

While some, maybe many, drivers stop at stop signs—now that the drivers know the signs exist—my experience at that intersection is the signs too often are just one more opportunity and reinforcement for drivers to disrespect, that is ignore, the law. They blithely drive through the stop signs. (As they already do at the intersections of Winters Way to Windsor Dr., Pingree Hill Rd. and Wilsons Crossing Rd., Calef Rd. to Pingree Hill Rd., and even, dramatically the other day, Lovers Lane to Wilsons Crossing Rd. at Chester Rd., to name just a few stop-signed intersections too many drivers ignore—often while obviously holding and talking on their cellphones; yet another law reinforcing disrespect for law ... and other drivers.)

I urge the Town of Auburn to improve the Depot/Hooksett roads intersection. The Steam Mill Rd./Wellesley Circle intersection? I get it: it's just a response to the squeaky-wheel problem of appeasing the residents in the area—without regard to the consequences of aiding and abetting the crappy, dangerous driving habits so pervasive throughout New Hampshire. Even throughout Auburn.

Sincerely,


Lawrence Gould

Copy: Raymond Pelton, Chief of Police; Michael Dross, Road Agent

PROPOSAL

Renew Crew of Southern New Hampshire
13 Alyssa Drive
Derry, NH 03038
(603) 865-7662
renewcrewclean.com



Billing/Service Address

Bill Herman
Town of Auburn
47 Chester Rd
Auburn, NH 03032
(603) 483-5052 111

Date	June 15, 2020
Total	\$750.00

This proposal expires on 9/13/2020

NOTES

Below quotes are to use the water supply at each building. Should Renew Crew need to provide water an additional fee will be charged. Both quotes are for light cleans to not disturb paint. Some paint will come off during clean and not all dirt may come off.

This proposal contains 2 options. Be sure to click the checkboxes below for the options you want to include.

Item	Description	Extended
Clean Only	Clean only.	\$0.00
<input type="checkbox"/> Griffin Library		\$350.00
Siding (wood)	Lightly clean wood siding around library and small house. Lightly clean entryway and steps.	\$350.00

<input type="checkbox"/> Auburn Town Hall		\$400.00
Siding (wood)	Lightly clean wood siding around town hall, ramp, rails and lattice work.	\$400.00
	Base	\$0.00
	Griffin Library	\$350.00
	Auburn Town Hall	\$400.00
	Subtotal	\$750.00
	Tax	\$0.00
	Total	\$750.00

Click [here](#) if you no longer wish to receive notifications or related information about this proposal.

From: [Cronin, Joy \(FAA\)](#)
To: [Bill Herman](#)
Subject: RE: Tree Removal
Date: Monday, June 22, 2020 12:38:54 PM

Good afternoon Bill –

The trees are very large trees and while the top of the trees appear to be healthy, the lower part of the trees are not. If they were to fall, they would land on my home; therefore, ultimately I would like them removed. I am assuming if they were to fall, the Town of Auburn would be liable for the damage?

There are many low lying branches that are dead and hanging from the tree. These limbs already pose a concern. It was difficult to capture these branches in the pictures, but I will try again. If necessary, I can attend next Monday's meeting.

Joy Cronin
603-965-8858

From: Bill Herman <townadmin@townofauburnnh.com>
Sent: Friday, June 19, 2020 9:31 AM
To: Cronin, Joy (FAA) <Joy.Cronin@faa.gov>
Cc: Carrie Rouleau-Cote <bldginsp@townofauburnnh.com>
Subject: RE: Tree Removal

Ms. Cronin –

Building Inspector Carrie Rouleau-Cote shared with me your request to trim some trees on Town of Auburn property that abuts your residential property in Derry, which I shared with the Auburn Board of Selectmen at their meeting on Monday, June 15th.

The Board has requested a further explanation of what you are requesting to do in this regard. In part of your request, you provide the impression of trimming low lying branches, while in the last sentence you are asking permission to remove the trees.

In general terms, the Board is likely not going to be in support of any tree removal. But they are willing to consider the trimming of low hanging branches that may be of concern. Should permission be given for any work in this regard, the Board would most likely seek to have a waiver of liability document signed that would hold the Town harmless for any work you might undertake in this area.

The Board does not meet again until June 29th. Any additional information you might be able to provide prior to then would be provided to the Board at that meeting. Or, if you prefer, you can personally meet with the Board that evening if you feel it would be better to have a face-to-face discussion on this item. If you would like to meet with the Board, please let me know by return e-mail so we can include you on their agenda.

Building Official/Code Enforcement Officer
Town of Auburn, New Hampshire
P.O. Box 309
Auburn, New Hampshire 03032
(603) 483-5052 X 3
bldginsp@townofauburnnh.com

From: Cronin, Joy (FAA) <Joy.Cronin@faa.gov>
Sent: Wednesday, June 10, 2020 1:05 PM
To: Carrie Rouleau-Cote <bldginsp@townofauburnnh.com>
Subject: Tree Removal

Good afternoon Kerry –

Thank you for speaking with me this morning. Below are the pictures of the trees. The fourth picture shows the 2 trees and the rest are the dead branches hanging off of them. It is hard to see in the pictures, because all of the greenery, but I think you can get the idea. Many of the low lying branches are hanging and about to fall.

Please let me know what action I need to take to get permission to remove the trees. I am afraid they will eventually fall on my home.

Thank you again,

Joy Cronin
4 Jade Court, Derry
603-434-9318
603-965-8858

From: 6039658858@pm.sprint.com <6039658858@pm.sprint.com>
Sent: Wednesday, June 10, 2020 11:08 AM
To: Cronin, Joy (FAA) <Joy.Cronin@faa.gov>
Subject:

Sent from my mobile.

Thank you for your consideration.

Bill

Bill Herman, CPM
Town Administrator
Town of Auburn
PO Box 309
Auburn, NH 03032
(603) 483-5052, ext. 111



NOTICE: Privacy should not be assumed with e-mails associated with Town business. Under New Hampshire's Right-to-Know law (RSA 91-A), documents – including e-mail communications – in the possession of public officials or public agencies concerning Town business are classified as public records that may be subject to public disclosure.

From: Carrie Rouleau-Cote <bldginsp@townofauburnnh.com>

Sent: Wednesday, June 10, 2020 3:04 PM

To: Bill Herman <townadmin@townofauburnnh.com>

Subject: FW: Tree Removal

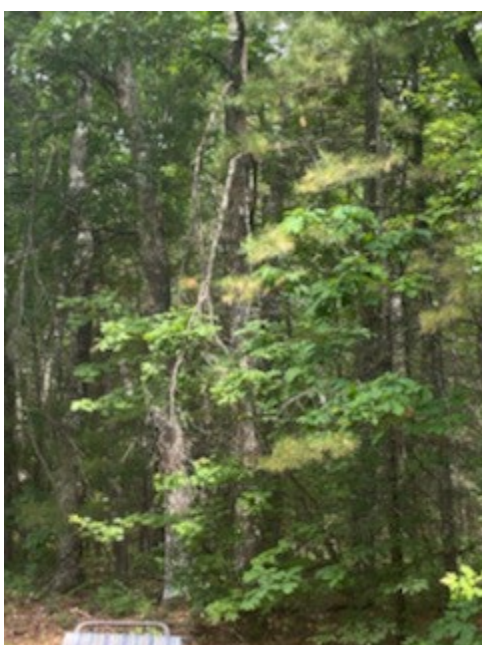
Bill

I spoke with Ms. Cronin on Wednesday morning. She is a resident from Derry, she lives on Jade Court which abuts the Auburn Town Line. She has noted there a few trees on the abutting property (in Auburn) which hang over the property line. My best observation is that the abutting land she speaks of is Map 2 Lot 40, which is owned by the Town of Auburn. (FYI I am not a land surveyor, nor do I pretend to be one on TV).

She is seeking permission to remove the hazardous portions of the trees. Can you address this with the Board of Selectmen so that the Town of Auburn can respond to Ms. Cronin's request.

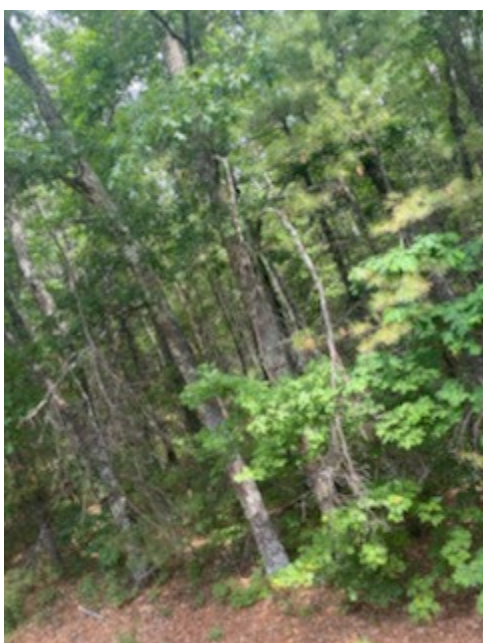
Thank you

Carrie Rouleau-Cote









**Town of Auburn
Board of Selectmen and
Board of Library Trustees
Workshop Meeting
June 15, 2020
Minutes**

6:00 PM

Selectmen Present: Keith Leclair, Todd Bedard and Michael Rolfe

Others Present: Library Director Kathryn Growney, Library Trustee Nancy Mayland, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

Selection of Vendor for Library Building & Property Evaluation Project

Mr. Rolfe indicated there is a difference between engineering design and architecture, and he felt this initial work requires more of an engineering focus than architecture. He also suggested in a bidding process, it is common to low bid the first part of the process with the hope of making it up during the second part of the process. Mr. Leclair indicated that his experience is if a different contractor is chosen for the next phase of the project, they will want to develop their own data to act on. Both noted that Stantec wrote the criteria for this project for the Capital Improvement Program and were the only bidder to stay on point with the scope of the work in the Request for Proposal. Mr. Rolfe indicated the other two would hire someone out for the engineering, while Stantec would outsource the architecture. All agreed the second part of the process should be put out to bid.

Mr. Leclair noted any of the three firms being considered were capable of doing the job, and he felt they had to look at their price and past performance. He verified references for H.L. Turner with folks at the Auburn School District by contacting Alan Villeneuve who indicated while there were a few glitches with drainage, the retention pond, fire suppression systems and use of reclaimed asphalt on Manchester Water Works property as Mr. Rolfe indicated, Mr. Villeneuve noted those types of issues are expected with any project of that size. Mr. Leclair indicated he spoke with Lori Collins and she indicated H.L. Turner had been great to deal with in one-on-one meetings and with groups of teachers.

Mrs. Mayland indicated the feasibility study is about determining what is reasonably possible on the site and to potentially offer options. We do not know what our options are yet or what we are going to choose. She felt having a library consultant involved after this initial evaluation but before the design phase is undertaken would be a big help.

Mr. Bedard agreed with Mr. Leclair that any of the three firms could handle this project, and that Stantec knows the Town.

Mr. Leclair indicated public input sessions early on have a lot of value. Mrs. Mayland agreed and felt that was a process that was under way with a community survey the Library Director is currently developing and a community forum to be facilitated by Primex, where information from the evaluation project and the community survey could be presented. The Trustees were

attempting to use some existing resources, while Ms. Growney indicated we should do everything we can to keep the cost down.

Mr. Bedard motioned to chose HL Turner Group to conduct the Library Feasibility Study for the proposed cost of \$8,120.00. Mr. Leclair seconded the motion. A vote was taken – Mr. Bedard – aye, Mr. Leclair – aye, and Mr. Rolfe – opposed. The motion passed 2-1-0.

Mr. Herman will notify H.L. Turner tomorrow of the decision, then the contract will be signed.

Adjourn

Mr. Bedard motioned to adjourn the meeting at 6:27 PM. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary

**Town of Auburn
Board of Selectmen
June 15, 2020
Minutes**

7:00 PM

Selectmen Present: Keith Leclair, Todd Bedard and Michael Rolfe

Others Present: Mike DiPietro, Fire Chief Mike Williams (remotely), Deputy Fire Chief Bob Seling, Police Chief Ray Pelton, Tom Zapora, Joanne Linxweiler, Terry Coll, Steven Kimball (remotely), 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 June 8, 2020 - \$57,687.61

Mr. Bedard motioned to approve the Payroll Manifest for the week of June 8, 2020 in the amount of \$57,687.61. 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 June 15, 2020 - \$82,151.19

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of June 15, 2020 in the amount of \$82,151.19. 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 June 15, 2020 - \$4,435.00

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of June 15, 2020 in the amount of \$4,435. Mr. Leclair seconded the motion. A vote was taken Mr. Leclair – aye, Mr. Bedard – aye and Mr. Rolfe abstained. The motion passed 2-0-1.

Approval of Consent Agenda for the Week of June 15, 2020

Mr. Leclair read out loud and offered for inspection a copy of the Consent Agenda for the Week of June 15, 2020 some of which included: one (1) Tax Collector's Warrant/Land Use Change Tax, one (1) Notice of Intent to Cut Wood or Timber, three (3) Abatement – Refund Requests, one (1) Void Check Manifest, one (1) Warrant/Unlicensed Dogs and three (3) Pistol/Revolver Licenses.

Mr. Bedard motioned to approve the Consent Agenda for the Week of June 15, 2020. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Appointments with the Board

Fire Chief Michael Williams – Monthly Meeting

Fire Chief Williams reported May was a busy month with 58 calls for service. COVID has increased the call volume, but the curve is currently moving downward. The Department is well

stocked with PPE including medical masks, N-95 masks, sanitizer and wipes, which were all picked up for future events. Lieutenant Sullivan is working with the Chief and Deputy Chief as EMS coordinator.

Fire Chief Williams noted May was the first month for part-time per-diem firefighters to staff weekend shifts. The Department is busy responding to calls for service, training and Zoom meetings. Some hands-on training is taking place outside. Captain Walters has stepped down as Captain of the Pingree Hill station and that position will be filled next month. Mr. Leclair asked if the per-diem part-time officers working weekends were all Auburn volunteers or if the Department was getting people from out of town? Chief Williams indicated they were in-house.

Fire Chief Williams noted water supply/pump operation training occurred in May. Crew details are every other Sunday and vehicle checks are performed. Lieutenant Glennon has worked on apparatus maintenance. The check engine light came on with Engine 2 and was repaired. The annual pump test passed inspection. Gator 1 was serviced. Ladder 1 had a light and hose bed cover repaired.

Fire Chief Williams noted operating procedures continue to be worked on before the Officer's meeting this week. Deputy Chief Selinga has been assisting with policy and procedure updates and has updated SOP 309 for Mutual Aid as well as the Social Media Policy.

Mr. Leclair requested Chief Williams provide an inventory of PPE for the next report with the upcoming election in mind.

Mr. Leclair asked Chief Williams if responders were required to wear masks in trucks and Chief Williams indicated they were not required in the station or in the trucks but to all in-home medical calls.

Town Response to COVID-19 and State of Emergency Declaration

General Update on Town Issues

Mr. Leclair noted the Emergency Operations Committee has not met recently. The Town Hall doors continue to be locked with no more than five members of the public inside at one time, but business is being conducted including the payment of property taxes.

Mr. Leclair asked about the necessity of a Tax Anticipation Note (TAN) and Mr. Herman indicated all things appear to be on track for the first issue tax bill, and if there is an issue it may be with the second bill due in early December.

Police Chief Pelton indicated the Police Department has plenty of PPE and no one is in quarantine. The staff is at full capacity minus one who is attending the Police Academy virtually and will report physically to the Academy in Concord in two weeks for the rest of training in person.

CARES ACT Reimbursement Funding Submissions

Mr. Herman indicated the Town received the First Responder's Stipend Program funds of \$55,500, which will be issued the first week of July. The Town has also received \$6,300 from their first submission under the CARES Act for March and April. The second submission is due by July 15th and will include March, April, May and June expenditures.

Renovation of Pingree Hill Fire Station

Mr. Herman provided the Board with a Memorandum dated June 9, 2020 concerning renovations to the Pingree Hill Fire Station.

Mr. Herman indicated several local contractors were contacted and only one was able to do the work timely. Mr. Leclair noted he spoke with five contractors and the other four were out straight until October. Mr. Herman is confident the work will be covered by CARES Act funding as the Pingree Hill Station is a designated quarantine station. The bathrooms and kitchen are original to the 32-year-old building.

Chief Williams indicated the staff will do the painting and any furniture moving.

Mr. Herman provided a written quote from Espana Building & Development, Inc. dated June 1, 2020 for \$32,460.

Mr. Bedard moved to accept and approve the proposed renovations to the Pingree Hill Fire Station for the lump sum amount of \$32,460.00 as detailed by Espana Building & Development, Inc. of Auburn in a quote dated June 1, 2020, and to authorize Selectmen Chair Keith Leclair to sign the proposal on behalf of the Town of Auburn. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Mr. Leclair asked if the generator situation was straightened out and Chief Williams indicated it has not been. Mr. Herman indicated insulation at the Safety Complex, and the generator and exhaust system at Pingree Hill Station were still pending. Mr. Leclair asked Mr. Herman to carry those items forward on the agenda under Old Business.

Mr. Herman will reach out to Builder's Insulation relative to the Safety Complex to get the cost and potential schedule for the work done to be done while the weather is nice. Chief Pelton indicated the Department may have to be out for a day or two while that work is being done.

Mr. Leclair asked Chief Pelton how the file systems were going, and Chief Pelton noted they have emptied out one of the pods and it is going well.

New Business

Request for Proposal for LED Street Light Conversion

Mr. Herman provided the Board with a bid document relative to the proposed LED streetlight conversion with an inventory of existing streetlight locations.

Mr. Bedard presented a visual map of the streetlights locations after driving around and sorting the lights he observed physically against the list provided by Eversource. Mr. Bedard indicated there were a couple unmarked poles and some not marked as designated. Some streetlights were hard to tell if they were on private property or Town property or on the line. Mr. Bedard indicated he was unsure which were needed or whether some were privately owned. Chief Pelton indicated often when a pole is knocked out if there is a pole nearby the light will be relocated. Mrs. Linxweiler noted when she lived on Hooksett Road, she had one of the streetlights on private property. The owner would pay approximately \$6/mo. but does not believe that opportunity is available any longer.

Mr. Leclair agreed he did not want to take away any lights that have a history that someone fought to get.

Mike DiPietro recommended designating which lights are not necessary and having a public hearing. Mr. Leclair recommended posting it in the Town Crier and on the Town's website. Mr. Herman suggested to the extent possible, it may be a good idea to notify the immediate abutters by mail.

Mr. Bedard noted, for example, there were two side by side at the Auburn Village Store and two at St. Peters about 40-50' apart. Mr. Rolfe noted that is on a state road.

Mr. Bedard will send the electronic file to Mr. Herman to forward to Mr. Rolfe and Mr. Leclair. Mr. Bedard indicated the file can be viewed on street view.

Mr. Herman noted the project estimate received in the fall of 2019 was \$25,000, approximately \$350 per fixture.

Mr. Leclair asked if there were any places lights belong that we do not have, and suggested department heads think about those.

Request to Cut Tree Limbs on Town Property

Mr. Herman provided the Board with an email and photos from Building Inspector Carrie Rouleau-Cote dated June 10, 2020 which indicated a Derry resident on Jade Court, abutting the Auburn town line, is seeking permission to remove hazardous portions of trees which hang over the property line.

Mr. Herman indicated the Town property had no access in the Town of Auburn, and the easiest access appears to be through residential properties in Derry.

Mr. Leclair indicated he was fine with removing dead branches provided the trees were left alone.

Sale of Surplus Taurus

Mr. Herman reported the Building Inspector has recently transitioned into a 2015 Explorer and has relinquished the Taurus which has about 100,000 miles on it. He noted the state auction is not until fall and it may be best to try an online auction service for this sale. Mr. Herman noted St. Jean's does an online process while he knows Derry has successfully used a different online service. Mr. Leclair noted the Town has also used sealed bids in the past.

Chief Pelton indicated there will be a second Taurus coming up for surplus in the Police Department with 88,000 miles on it, so it may make sense to offer them both for sale at the same time.

Mr. Leclair asked if there was a way to place the revenue from sold vehicles into an account designated for purchasing new vehicles. Mr. Herman felt there was and will check with NHDRA to determine the best way to accomplish that goal.

Boston Post Cane

Mr. Herman indicated the Boston Post Cane holder Mildred Eisman had passed away. Mr. Leclair expressed the Town's condolences to the family. Mr. Herman noted it would take a little bit to determine who is currently the oldest Town resident and wondered if the Board would want to present the recognition as part of the Duck Race in September.

Old Business

Morgan Drive Parking

Mrs. Linxweiler asked about taking down the barriers as planned although she noted it has been a great deterrent. They are still getting cars but not as many.

Mr. Zapora indicated concerns now that online learning has ended, that there will be a spike in teens not following the 8 PM to 8 AM curfew.

Mrs. Linxweiler noted in addition to the Google post they now must contend with the Hooksett Community Page recommending Tower Hill Pond in their What to Do Now article. Mr. Zapora noted until Google is taken care of it will be ongoing with 40-45 cars regularly. There were 100 last week. Chief Pelton indicated he has not had an update to his request to Google to change the address issue, and noted it was still on there when he checked this morning.

Mr. Zapora asked about limiting parking to 25' either side of the easement so there would be parking for eight to ten cars.

Mr. Bedard indicated the barriers could be removed and the parking signs could remain. Chief Pelton indicated the Town could order a metal sign directing visitors there is more parking at 250 Tower Hill Road. Mr. Zapora indicated it could also read no parking between signs.

Mr. Zapora requested the police department send a patrol after 8:30/9 PM to ticket those who were parked there after hours. Chief Pelton indicated the people using the easement would be the violators in that situation not the parked cars. To change parking to within certain times would require the ordinance to be amended. Mr. DiPietro noted Manchester Water Works also had staff who could assist with this kind of enforcement. Chief Pelton indicated things have lightened up with more activities open now. Mrs. Call agreed she did not have this problem until the closures.

Mr. Leclair suggested the barriers could be left up until after July 6, 2020. Additional signs will be made and then the barriers could be removed, and parking signs reduced. Google Maps is a big part of the issue.

Mr. Kimball indicated he appreciated the Board's help with getting the neighborhood back to where it should be.

Update on Potential FY 2020 State Aid Revenues

Mr. Herman provided the Board with an email from NHMA concerning State Aid, Meals and Rooms Tax Distributions, Highway Block Grants and One-Time Grants to Municipalities and School Districts.

Mr. Herman indicated while the formula for Highway Block Grants is revenue based, NHMA confirmed the Governor has no intent to make any reductions to state aid amounts. The Meals

and Rooms Tax Distributions are not tied to the actual amount of tax revenue the state receives but is an appropriation within the State budget. As confirmed by the Governor, cities and towns will receive the same level of meals and rooms tax distribution in fiscal year 2021 (typically paid at the end of December) that they received last December with minor adjustments due to updated population estimates used in the formula. According to the Governor, legislative action, not executive action, would be required for any changes to these state aid distributions.

Report/Comments of Ex-Officio Board Representatives

Mr. Bedard indicated Parks & Recreation met and talked about opening parks in the next couple of weeks and to follow Manchester and Derry with reopening dates. The Duck race is still moving forward. Parks & Rec. are working with the Auburn Historical Society. Mrs. LaChance is planning a First Night New Year's Eve event. Summer programs, the June concert, Fast Track and Basketball Camp have all been cancelled. Parks & Rec. are working on a 50's themed drive-thru Senior Barbeque at the school.

Mr. Bedard indicated there was an issue at Wayne Eddows field with vandalism to the soccer fields. Chief Pelton indicated the Department was working on it.

Other Business

Mr. Rolfe indicated the Sanborns have not staked the property yet.

Next Meetings/Events

Monday, June 29, 2020 Board of Selectmen's Meeting – 7:00 PM (Site Walk at 5 PM)

Monday, July 13, 2020 – Board of Selectmen's Meeting – 7:00 PM

Minutes

- May 27, 2020 Workshop Meeting

Mr. Bedard motioned to approve the minutes of the May 27, 2020 Workshop Meeting. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

- June 1, 2020 Public Meeting

Mr. Bedard motioned to approve the minutes of the June 1, 2020 Meeting. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Adjourn

Mr. Bedard motioned to adjourn the meeting at 8:05 PM. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary