

**Town of Auburn  
Board of Selectmen  
Town Hall  
Stritch Meeting Room  
December 11, 2023  
Approved Minutes  
7:00 PM**

**Selectmen Present:** Keith Leclair, Michael Rolfe and Tom Carroll

**Others Present:** Harry Robbins, Mike DiPietro, Mimi Friolet, Finance and Budget Administrator, Town Administrator Chris Sterndale, Recording Secretary Nancy Hoijer and persons unknown to the minute taker

## **I. Call to Order**

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

## **II. Public Comments**

Mr. Leclair asked if there were any comments from the public at 7:00 PM.

Harry Robbins of Fox Lane asked if the agreement that expires at the end of this year, with Manchester Water Works had been renegotiated. Mr. Leclair indicated that the Board was outside the 180-day notice time frame. The negotiations were discussed in non-public last year and three Selectmen who had been serving at the time the agreement was entered, Paul Raiche, Jim Headd and Rusty Sullivan were asked to come in and were interviewed.

Mr. Robbins indicated he was concerned that Manchester Water Works were paying less and have over 4,000 acres of property and agreement with a 3% escalation clause when other residents were paying such a large increase in their taxes and asked that the agreement be renegotiated and provide Auburn residents with some relief.

Mr. Leclair indicated the Board would take the matter under advisement and see if they can open dialogue with them.

## **III. Public Hearing – Unanticipated Revenue**

Mr. Leclair opened the public hearing at 7:02 PM and asked if there were any public comments and being none closed the public hearing at 7:03 PM.

Mr. Sterndale indicated that RSA 31:95-b allows the Board to apply for, accept and expend unanticipated money that becomes available during the year. The Board can spend grant money that is not in the budget or spend or save unanticipated funds rather than have the revenue applied to the current year. Mr. Sterndale noted that this year the legislature once

again granted one-time funds to municipalities for specific uses. Mr. Sterndale provided copies of DOT letters dated November 9<sup>th</sup> and December 1<sup>st</sup>:

1. Highway Block Grant – Maintenance, Construction and Reconstruction of Class IV and V Highways. HB2, \$47,153.71.
2. Bridge Aid – Maintenance, Construction or Reconstruction of municipally-owned bridges. HB2, \$31,647.02.

***Mr. Rolfe motioned that the Board of Selectmen accept a \$47,153.71 Highway Block grant and \$31,647.02 Bridge Aid grant as unanticipated revenue pursuant to RSA 31-95-b. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.***

#### **IV. Manifests**

**A/P - \$1,966,011.45**

***Mr. Rolfe motioned to approve the Accounts Payable Manifest in the amount of \$1,966,011.45. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.***

**HWY - \$5,135.00**

***Mr. Carroll motioned to approve the Highway Manifest in the amount of \$5,135. Mr. Leclair seconded the motion. A vote was taken, Mr. Rolfe abstained, Mr. Leclair voted aye, and Mr. Carroll voted aye. The motion passed 2-0-1.***

**REC - \$1,248.00**

***Mr. Rolfe motioned to approve the Recreation Manifest in the amount of \$1,248. Mr. Leclair seconded the motion. A vote was taken, Mr. Carroll abstained. Mr. Leclair voted aye, and Mr. Rolfe voted aye. The motion passed 2-0-1.***

#### **VI. New Business**

#### **VII. Old Business**

##### **A. 2024 Budget**

##### **i. Road Reconstruction**

Budget & Finance Administrator Friolet indicated there was approximately \$186,255.66 in fund balance including the unanticipated revenue.

Mr. Leclair indicated the Road Reconstruction budget could be reduced by \$100,000 in FY 2024 and \$86,000 in FY 2025.

***Mr. Carroll motioned to approve line 301 of the proposed FY 2024 Road Reconstruction budget in the amount of \$500,000. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.***

ii. Revenue

Town Administrator Sterndale provided a list of revenues in 2022, projected revenues in 2023 as of 12/8/23 and estimated revenues for 2024. He indicated there was the PILOT agreement with Manchester Water Works with 3%/CPI, Rooms and Meals Tax, \$165,000 Highway Block Grant, and interest on investments which was more than anticipated. Building Permits were anticipated to be less in 2024. ARPA funds must be committed by 2024 and expended in 2025. \$3,327,712 were estimated last year.

B. Elderly Exemption – Tabled

Town Administrator Sterndale provided the Board with a spreadsheet of options concerning proposed options to revise the Elderly Exemption to reach more residents. One option would decrease the value of the exemption while increasing the income limit. For a single person the exemption would go from \$225,000 to \$200,000 and from \$25,000 to \$35,000. With 15 more residents eligible the redistribution amongst the tax base could be .05 cents per thousand.

Mr. Sterndale indicated the proposed warrant article could be sponsored by the Selectmen or be brought by petitioned warrant article.

The Board indicated they were in favor of option four or five. Mr. Sterndale will reach out to the citizen who brought the request before the Selectmen.

C. Library

Mr. Leclair asked the Board how they felt about the library's request for \$200,000; and about creating a new fund to be expended by the Board of Selectmen. He noted the language would need to be worked out for eligible uses and a sunset date.

Mr. Leclair proposed a warrant article with \$100,000 to come from taxation so that the library could get an idea if people will support the proposed expansion.

Mr. Leclair indicated he would run the proposal by the Budget Committee.

## **VIII. Committee Reports**

## IX. Minutes

A. December 4, 2023

***Mr. Rolfe motioned to approve the December 4, 2023 meeting minutes, Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.***

B. Consideration of Unsealing Non-Public Meeting Minutes

- i. June 28, 1993
- ii. July 19, 1993
- iii. August 9, 1993
- iv. August 30, 1993

***Mr. Rolfe motioned to leave the minutes of the non-public minutes unsealed, as presented. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.***

**X. Non-public Session 91-A:3(II)(d)** *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

***By Roll Call, Mr. Leclair motioned to go into non-public session pursuant to 91-A:3(II)(d). Mr. Rolfe seconded the motion. A roll call vote was taken, Mr. Leclair voted aye, Mr. Rolfe voted aye, and Mr. Carroll voted aye. The motion passed 3-0-0.***

The meeting room was closed to the public at 7:49 PM.

***Mr. Leclair motioned to come out of non-public session. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.***

The meeting room was reopened to the public at 8:12 PM.

***By Roll Call vote, Mr. Carroll motioned to seal the minutes of the non-public sessions. Mr. Rolfe seconded the motion. A vote was taken, Mr. Leclair voted aye, Mr. Rolfe voted aye, and Mr. Carroll voted aye. The motion passed unanimously.***

## XI. Adjournment

***Mr. Rolfe motioned to adjourn the meeting at 8:13 PM. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

Respectfully submitted,

Nancy Hoijer, Recording Secretary