

**Town of Auburn
Board of Selectmen
Town Hall
Stritch Meeting Room
July 10, 2023
Approved Minutes
7:00 PM**

Selectmen Present: Keith Leclair, Michael Rolfe and Tom Carroll

Others Present: Police Chief Ray Pelton, Lieutenant Charles Chabot, Mike DiPietro, Town Administrator Chris Sterndale and Recording Secretary Nancy Hoijer

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 and there were none.

III. Appointments with the Board

IV. Manifests

Highway Payable 7/10 – \$35,282.50

Mr. Carroll motioned to approve the Highway Payable Manifest dated July 10, 2023 in the amount of \$35,282.50. 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.

Highway Payable 6/28 - \$28,145.00

Mr. Carroll motioned to approve the Highway Payable Manifest dated June 28, 2023 in the amount of \$28,145. 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

V. Consent Agenda

Mr. Leclair read out loud, and offered for inspection, the Consent Agenda dated July 10, 2023 which consisted of a payroll manifest dated July 3, 2023 in the amount of \$64,842.03, an accounts payable manifest dated June 28, 2023 in the amount of \$99,856.94 and an accounts payable manifest dated July 10, 2023 in the amount of \$1,706,373.42, a raffle permit for Visiting

Angels to benefit the Walk to End Alzheimer's, and a Step Increase for firefighter from Grade 6, Step 8 to Grade 6, Step 9.

Mr. Leclair motioned to approve the Consent Agenda for July 10, 2023. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.

VI. New Business

a. Police Weapons Purchase

Chief Pelton indicated that the Department scheduled to replace the pistols last purchased in 2018. Optics have been added on top and there will be new holsters to accommodate the frame. This year the full-time officers will have their pistols replaced and next year the part-time officers. Lieutenant Chabot indicated the change to 9mm is because ammunition has been difficult to find. There is a rebate in the form of trade-in or purchase by officers.

Mr. Rolfe motioned that the Board authorizes the use of up to \$13,000 in Police Special Detail funds for the purchase of the replacement firearms. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.

Chief Pelton indicated the Dairy Queen fundraiser is ongoing for training and other expenses for the new police dog. He noted sadly that the retired police K-9, Athos, recently passed away.

Mr. Rolfe motioned that the Board authorizes the use of up to \$3,000 in Police Special Detail funds for the cost of the K-9 training. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.

b. Second Quarter Budget Recap

Town Administrator Sterndale provided the Board with a memorandum dated July 6, 2023 concerning the status of the town's operating budget at the end of the second quarter. Mr. Sterndale noted that the highway budget was impacted by the winter storms. Mr. Sterndale will inquire as to how the supply of salt is. Fuels costs are less than anticipated.

Mr. Leclair recommended not starting the next project until there is a firm grasp of the expenses for Dearborn Road.

Mr. Sterndale reported that the new fire department schedule for July 30th will be delayed in starting as more applicants are needed.

Mr. Sterndale will reach out to Auburn Village School to get the proposed date for deliberate session.

c. Deputy Town Clerk

Town Administrator Sterndale provided the Board with a draft advertisement for the Deputy Town Clerk's position with proposed window hours and work schedule. The post will be advertised in the Town Crier, on the Town website and social media.

d. HVAC Service for Town Facilities

Town Administrator Sterndale provided the Board with a proposal dated June 2023 from Custom Climates HVAC relative to service for the Town-owned buildings. He noted that only one response was received. Mr. Leclair and Mr. Rolfe will both make calls to see if they can get more interest.

VII. Old Business

VIII. Committee Reports

Mr. Carroll reported that Highway Safety held their last meeting for the summer and Parks and Recreation will meet next week.

IX. Minutes

A. June 19, 2023 Public Meeting Minutes & Non-Public Meeting Minutes

Mr. Rolfe motioned to approve the June 19, 2023 public meeting minutes and non-public meeting minutes. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.

X. Non-Public Session pursuant to 91-A:3(II)(I)

By Roll Call Mr. Leclair motioned to go into non-public session pursuant to 91-A:3(ii)(I). 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 7:36 PM.

Mr. Rolfe motioned to come out of non-public session. Mr. Leclair 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 7:55 PM.

By Roll Call Mr. Leclair motioned to seal the minutes of the non-public session. Mr. Carroll 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.

XI. Adjournment

Mr. Carroll motioned to adjourn the meeting at 7:55 PM. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy Hoijer, Recording Secretary