

**Town of Auburn
Board of Selectmen
Town Hall
Stritch Meeting Room
August 21, 2023
Approved Minutes
7:00 PM**

Selectmen Present: Keith Leclair, Michael Rolfe and Tom Carroll

Others Present: Jeff Porter, Conservation Commission, Police Chief Ray Pelton, Mike DiPietro, Town Administrator Chris Sterndale and Recording Secretary Nancy Hoijer

I. Call to Order

Mr. Leclair called the meeting to order at 7:01 PM and led the Pledge of Allegiance.

II. Public Comments

Mr. Leclair asked if there were any comments from the public at 7:01 PM and there were none.

III. Appointments with the Board

IV. Consent Agenda

Mr. Leclair read out loud, and offered for inspection, the Consent Agenda dated August 21, 2023 which consisted of a payroll manifest dated August 2, 2023 in the amount of \$71,808.62, an accounts payable manifest dated August 21, 2023 in the amount of \$64,075.40, an appointment to the Robert Frost/Old Stage Coach Scenic Byway Council, issuance of a raffle permit for the Friends of the Griffin Free Public Library and a surety reduction for Map 10, Lot 19 Chinburg Development from \$1.35 M to \$.31 M.

Mr. Rolfe motioned to approve the Consent Agenda for August 21, 2023. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.

V. New Business

A. Highway Planning

Town Administrator Sterndale provided the Board with a spreadsheet of proposed configuration and costs in draft form dated 8/23 resulting from discussions at the Highway Planning Committee meetings. He itemized proposed salaries for consideration in the event a Roads & Facilities Manager and Roads & Facilities Maintainer are hired when Road Agent Dross retires and estimated costs for the two vehicles, fuel and maintenance. The spreadsheet provided estimates for work on the garage facility for insulation, bathroom renovation, well and a desk and IT at Town Hall.

The Board discussed the lead time in ordering the two F-550s (or equivalent) which Mr. Carroll recommended specifying out so the Town is not paying for things it doesn't need. The Board asked Chief Pelton to identify any cruisers that may be retired that the Highway Department could make use of while the Town awaits delivery. Chief Pelton noted that the Police Department's lead time to order a hybrid cruiser is 12 months and the Department will have one vehicle to turn over with about 80,000 miles on it.

The Board discussed how to fund the Highway vehicle purchases. The Board considered the pros and cons of funding with ARPA and reviewed the warrant article language of the Fleet Maintenance account. The Board agreed Mr. Carroll would contact the dealership and work on an estimate so the vehicles could be ordered soon. Chief Pelton will provide information for the Ford dealership in Massachusetts.

Mr. Sterndale reported that he has contacted insulating contractors and well drillers for estimates for the Highway garage renovations. The Board recommended getting estimates from Skillings and Tasker.

B. Depot Road Relocation

Town Administrator Sterndale provided the Board with a plan concerning the relocation of Depot Road and reviewed the items needed to complete the land swap with Manchester Water Works approved in March. He questioned what would be done with the abutting property which the Board informed would be green space. He discussed plans for final grading and how the driveway access for one resident will be configured.

C. Hooksett Road Storm Damage/Highway Budget

Town Administrator Sterndale provided the Board with a spreadsheet of costs associated with the heavy rain storm 3-4 weeks ago and how to fund the unanticipated expense, totaling as of August 2nd, \$28,715.80 as well as expenditures to date of the Highway budget and draft for next year's budget. Mr. Rolfe reported that asphalt still has to be cut which is an additional \$3,000. The Board noted that Road Agent Dross had established an emergency fund for storm events but questioned whether the amount should come from that or be paid for out of the Highway budget.

Mr. Sterndale indicated the cost could come from either fund and the Board agreed to leave it as a Highway budget cost for now because the winter sub line may be over, and if not could come from the storm fund in January.

D. Conservation Commission – Jeff Porter

Mr. Porter reported that the Commission will be holding a public hearing on September 12, 2023 at 7:00 PM at Town Hall to discuss the proposed Conservation purchase of land for \$375,000 to come from the Conservation Fund. The 73-acre, Lot 8-15 Eaton Hill property would be contiguous with another 120 acre protected parcel, when combined will total 190 acres. He noted the easement could be held by the Town or South East Land Trust (SELT). Mr. Porter reported the balance of the Conservation Fund was approximately \$1M.

Chief Pelton asked how long the easement would be for and Mr. Porter indicated the easement would be in perpetuity.

E. Massabesic Senior Citizens

The Board reviewed a proposal dated 7/20/23 provided by Massabesic Senior Citizens detailing ways that the Town could assist the Seniors in the Town of Auburn such as transportation, food, shopping, fuel assistance, health and recreation.

VI. Old Business

A. MS-4 Expenditures Landfill Monitoring/Culverts

Town Administrator Sterndale provided the Board with an estimate of the cost of consulting with Stantec for the MS-4 expenses for outfalls discussed at an earlier meeting and provided a copy of those meeting minutes for review. Mr. Sterndale provided estimates for \$8,000 for consulting services for the MS-4 and \$4,100 for landfill monitoring which can become part of the Highway Department's Storm Water Maintenance budget line.

B. Cell Tower

Mr. Sterndale reported that Manchester Water Works appeared receptive to discuss the concept of providing the Town with a location for a potential cell tower discussed at the last meeting.

VII. Committee Reports

Mr. Rolfe reported that the Planning Board met and discussed surety reduction for Auburn Self Storage and for Chinburg (the Cliffs). The Board received a plan to extend Silver Hill Road to build another house, which is Class VI and would need to go through the process for approval by the Board of Selectmen.

Mr. Carroll reported that Parks & Recreation met and that Highway Safety who meets again in September received correspondence requesting speed bumps on Lover's Lane.

VIII. Minutes

August 7, 2023 Public Meeting Minutes

Mr. Rolfe motioned to approve the August 7, 2023 public meeting minutes. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.

IX. Adjournment

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

Respectfully submitted,

Nancy Hoijer, Recording Secretary