

**Town of Auburn
Board of Selectmen
September 12, 2016**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: Jeremy Lougee, Southeast Land Trust of New Hampshire; Mike DiPietro, Mike & Linda Dross, Michael Rolfe, Paula Marzloff, Susan Goodhue, and Russell Sullivan, Residents; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

Mr. Headd called the meeting to order at 7:00 p.m. and led the audience in the Pledge of Allegiance.

Approval of Accounts Payable for Week of August 29th, 2016

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$149,545.87 for the week of August 29th, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Payroll for Week of September 5th, 2016

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$43,993.14 for the week of September 5th, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of September 12th, 2016

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$871,532.11 for the week of September 12th, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of September 12th, 2016

Lease/Purchase Financing Agreement/Ford Credit

Schedule: 6387017 – Two (2) 2017 Ford Police Interceptor Utility Vehicles

NH Department of Revenue Administration/Annual Financial Forms

MS-1 Summary Inventory of Valuation

MS-535 Financial Report of the Town Budget for FY 2015

Office of Highway Safety Grant Agreements/NH Department of Safety

Auburn Radar Display Trailer - \$7,750.00

Auburn Distracted Driving Patrols - \$3,000.00

Auburn DWI Patrols - \$6,600.45

Auburn Sustained Traffic Enforcement Patrols (STEP) - \$7,725.43

Tax Collector Warrant/Land Use Change Tax

Strategic Contracting Co., LLC, 5 Anderson Way (Tax Map #5, Lot #19) - \$588

Pistol/Revolver License

Nine (9) Licenses

Mr. Eaton moved to approve the Consent Agenda as presented; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Jeremy Lougee, Southeast Land Trust of NH – Conservation Easement

Mr. Lougee informed the Board that the Conservation Commission held a public hearing on September 6th to approve the withdrawal of funds amounting approximately \$244,038 for the securement of a conservation easement on the property of 416 Bunker Hill Road. This easement would preserve 64-acres of land. Mr. Lougee indicated that he is before the Board this evening to seek the Board's agreement to accept executory interests in the easement. Mr. Lougee noted that the Southeast Land Trust would be stewards of the land. Mr. Eaton confirmed that the conservation easement does not just conserve the land but also prevents future development of the property. Mr. Lougee agreed that the conservation easement does both, adding that there are multiple benefits to the town in conserving land.

Mrs. Phillips moved to accept the proposed executory interests of the conservation easement on approximately 64-acres of land located at 416 Bunker Hill Road (Tax map #8, Lot #53), and to authorize the Board of Selectmen Chairman and the Conservation Commission Chairman to sign all appropriate documents to complete this transaction; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

New Business

Raffle Permit Requests

The Board reviewed a request from the Auburn Skate Park Committee to sell raffle tickets for a quilt. Tickets will be sold September 12th through September 17th for \$1.00 each or six tickets for \$5.00. The drawing will be held September 17th as part of the Auburn Day/Duck Race activities.

The Board reviewed a request from the Griffin Free Library to sell raffle tickets for various prizes. Tickets will be sold September 7th to September 17th for \$5.00 for children and \$10.00 for adults. The drawing will be held September 17th as part of the Auburn Day/Duck Race activities.

Mrs. Phillips moved to approve the raffle permits for the Auburn Skate Park Committee and the Griffin Free Library as requested; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Old Business

Dartmouth Drive Gate

The Board reviewed a quote from AQ Fence Company for the removal of the damaged gate and the installation of a new one. Mr. Herman indicated that a claim to the insurance company has been filed and they will cover the cost of the new fence. The town has a \$1,000 deductible to pay. Mr. Herman added that the gate has been ordered and Mr. Dross still intends to place jersey barriers as well.

Raymond Road Property Clean up

Mr. Headd informed those present that the clean of 662 Raymond Road has been completed as agreed upon between the property owner and the Town. Mr. Headd added that the town has been informed that the bills paid by the town of Auburn have been submitted to the property owner's insurance carrier for reimbursement.

The Board was provided the cost for 2014 and 2015 heating oil and electric for the former fire/police station.

Mr. Herman informed the Board that the School Board has asked to use the town's bulk postage permit to send a mailer out. The School Board has been told that the mailer would need to be informational only to use the permit. The Board agreed that they would like to see the mailer to be distributed before they authorize the use of the town's permit.

Minutes

August 22nd, 2016 Public Meeting

Mrs. Phillips moved to approve the minutes of the August 22nd, 2016 public meeting; Mr. Headd seconded the motion; Mr. Eaton abstained, the motion passed unanimously.

Non-Public Session

Mr. Eaton moved to enter into non-public session pursuant to RSA 91-A 3, II (a) Compensation of a public employee & (c) Reputation of any person other than a Board member; Mr. Phillips seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes, Mr. Eaton – yes. The motion passed.

Meeting in Non-Public Session with the Selectmen was Town Administrator Herman and Secretary Lafond.

The Board agreed to conduct an annual employee evaluation of the Town Administrator.

The Board reviewed previously sealed Non-Public meeting minutes.

Mr. Headd moved to exit non-public session; Mr. Eaton seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes, Mr. Eaton - yes. The motion passed.

Mr. Headd moved to unseal the minutes of the non-public meeting held on August 9th, 2010; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

The Board discussed the recent repairs that were done to the railing and steps of the entry to the Town Hall. Mr. Eaton suggested that a redesign of the entrance may warrant being looked into, currently the gable roof allows water to flow directly on to the stairs. Mr. Eaton recommended that a shed roof that covers the entirety of the stairs may be a better option. The Board agreed to seek out a design. Mr. Eaton also suggested that the town may want to be a little more aggressive in the treatment of the spiders on the Town Hall building. Mr. Eaton noted that when the stairs were being replaced there were thousands of spiders underneath the stairs. The Board agreed that this was a good idea as well.

Mr. Headd moved to adjourn; Mrs. Phillips seconded the motion; all were in favor, the public meeting ended at 7:24 p.m.