

**Town of Auburn
Board of Selectmen
September 11, 2017**

Selectmen Present: James Headd, Richard Eaton & Dale Phillips

Also Present: Scott Norris, Mike & Linda Dross, Mickey Rolfe, Russ Sullivan, Susan Goodhue and Mike DiPietro, Residents; William Herman, Town Administrator; Kathryn Lafond, Executive Assistant

Mr. Headd called the public meeting to order at 7:00 p.m. and led the audience in the Pledge of Allegiance. A moment of silence was held for the men and women who lost their lives September 11th, 2001.

Approval of Payroll for Week of September 5th, 2017

Mr. Eaton moved to approve the Payroll Manifest in the amount of \$43,171.05 for the week of September 5th, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of September 5th, 2017

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$1,000.00 for the week of September 5th, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Approval of Accounts Payable for Week of September 11th, 2017

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$1,714,504.94 for the week of September 11th, 2017; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of July 31st, 2017

Raffle Permit

Friends of the Griffin Free Public Library / Raffle at the Duck Race

Special Election Warrant

State Representative General Election – September 26, 2017

Pole License

NH Electric Cooperative – Pingree Hill Road

NH Department of Revenue Administration / Ms-1 Report

Summary of Inventory of Valuation – Net Valuation \$672,981,470

Adopted Policy

Restoration of Involuntarily Merged Lots

Void Check Manifest

Dell Marketing L.P. - \$4,067.32

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

Appointments with the Board

Rene Labranche, Stantec Consulting – Griffin Mill Bridge

Mr. Labranche explained that the town received notice of a Critical Bridge Deficiency from the State of New Hampshire as a result of a recent inspection of Griffin Mill Bridge. The States notice indicates that there is no safe load capacity for the bridge which requires posting the bridge as closed and barricading it from use. Mr. Labranche informed the Board that Mr. Herman had forwarded the States notice to him and he called Nancy Mayville of NH Department of Transportation (NHDOT). Ms. Mayville relayed to him that the bridge report is not available yet however the annual inspection of the bridge found significant section lose in the steel support beams. The Board reviewed pictures that Stantec Consulting took of the beams. Mr. Labranche recapped for the Board that the funding for the replacement of the Griffin Mill Bridge is currently scheduled for Fiscal Year 2022, with the potential of supplemental funding the project might be moved ahead to 2018. Mr. Labranche informed the Board that he asked Ms. Mayville about this and there is no determination at this time. Mr. Labranche indicated that he had also asked Ms. Mayville if given the situation the town should issue a letter to the State asking to advance the project and Ms. Mayville thought that would be a good idea. Mr. Labranche discussed with the Board another option which is allowable per NH RSA 234:5-a that would allow advanced construction. Mr. Labranche explained that the bridge would need to be closed in accord with the NHDOT recommendation, the bridge would need to be scheduled for bridge aid, and the design would need to be approved by NHDOT, which it is. Mr. Labranche added that the other conditions of this approach are that state bridge funds need to be available in the year that the bridge is scheduled to be replaced and the town has no legal or financial claim against the state if funds are not available. Mr. Labranche noted that Ms. Mayville confirmed that this is an approach that the town could pursue. Mr. Labranche indicated that Stantec could have one of their structural engineers look at the bridge to see if it is structurally capable of handling a load, perhaps passenger vehicles, so the bridge could remain open for the residents in the 2 homes that the bridge provides access to. Mr. Labranche noted that

the town had constructed a field access to the properties however the stone wall was not removed as the residents were not in agreement to extend the field access to their homes. Mrs. Phillips asked if the residents had been notified yet. Mr. Eaton stated no, however, he did personally speak with Janice Fusco informally at the Duck Race. Mr. Eaton noted that in the past there had been some discussion about adding a plate to the bridge. Mr. Labranche indicated that would only add more weight to the bridge and the problem areas are the support beams. The Board agreed that they would like Stantec to look into the feasibility of keeping the bridge open for the residents to use, they would then make a decision on the State's request that to close the bridge and reach out to the Fusco's. Mrs. Phillips suggests that a quote to replace this bridge be obtained from the company that installed a bridge recently for Manchester Water Works. Mr. Eaton felt that as a logging bridge that was only a temporary option, he would like to see if the Fusco's would be willing to use the field access until funding is available. Mr. Rolfe informed the Board that the bridge installed for Manchester Water Works is a very nice bridge and he thinks that is a great idea. Mr. Eaton did not think that the bridge was aesthetically pleasing for a landmark such as the Griffin Mill Bridge. Mr. Rolfe disagreed and believed the bridge to be aesthetically pleasing. Mr. Dross asked if the bridge is closed how they would like him to plow the field access area. Mr. Eaton thought that they may need to put down more gravel and maybe the Fusco's will be more amenable this time. Mrs. Phillips reiterated that she would like to have the costs for all available replacement options. Mr. Labranche discussed the benefits of galvanized steel due to the proximity to the water and added that the existing stone abutments are historic so they would remain however the new structure would be added to support the bridge. Mr. Labranche also noted that should the town move forward with the bridge option that Manchester Water Works used the town could choose different railings to increase the visual appeal. Mr. Herman recapped that Stantec would conduct an evaluation of the bridge and make a recommendation to the Board so that the Board could make a decision regarding closing the bridge and then they would notify the Fusco's.

Rene Labranche, Stantec Consulting – Hooksett Road

Mr. Labranche noted that the town has been in discussion with the State regarding the possibility of engaging in a road maintenance agreement. The State is willing to take over the section of Hooksett Road from Rockingham Road to the old railroad tracks and bridge if the town first repairs drainage infrastructure, pavement and curbing as well as removing vegetation. The town would then be responsible for the section of Hooksett Road from Rockingham Road to approximately house # 563. Mr. Labranche indicated that at the request of the town a site visit was performed by Stantec and Road Agent Dross. The site visit noted that with the proposed road maintenance agreement the section of road that the town would be responsible for is an additional 1890 feet than the section that the state would be responsible for and would require significantly more necessary road improvements. Mr. Labranche summarized the deficiencies observed in the general roadway construction, drainage infrastructure, roadside swales, and trees and driveway issues. Mrs. Phillips suggested that it seems best to keep what we have now and not move forward with this agreement. Mr. Headd agreed that it seems that the State would benefit more from this than the town. Mrs. Phillips asked what if costs for

the town to maintain what we have. Mr. Dross briefly discussed the work in the area that he felt needed to be done including catch basins and noted that winter maintenance was not a part of this maintenance agreement and would still be the responsibility of the town. The Board discussed addressing a letter to the State indicating that after careful evaluation the proposed roadwork maintenance agreement is not in the best interest of the town. Mr. Herman noted the other option would be to request that as part of the agreement the State repair the deficiencies to the section that the town would take over maintaining just as they are requesting that the town improve the deficiencies to the section that they would take over maintaining. The Board agreed to move forward with that approach.

Fiscal Year 2018 Budget Presentations

Financial Administration

Account Number	Account Description	Proposed Amount	Approved Amount
01-4150-3-330-2	Annual Assessing Update	\$83,400.00	\$83,400.00

Mr. Herman explained that this is the contracted amount for year 5 of the contract. This year a statistical update is required which is why there is a \$56,400 increase to the budget line.

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

Public Safety

Account Number	Account Description	Proposed Amount	Approved Amount
01-4299-0-391-0	Town Details	\$1,000.00	\$1,000.00

Mr. Herman explained that this budget line is to be used in the event that the town needs a Police traffic detail.

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

Public Lighting (Street)

Account Number	Account Description	Proposed Amount	Approved Amount
01-4316-3-390-1	Public Street Lighting	\$13,500.00	\$13,500.00

Mr. Herman noted that this proposed amount is level funded with the prior year.

Mr. Eaton moved to approve the Public Lighting (Street) budget as presented; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.

Health Agencies & Hospitals

Account Number	Account Description	Proposed Amount	Approved Amount
01-4415-3-370-1	Visiting Nurse	\$2,500.00	\$2,500.00
01-4415-3-370-2	CASA	\$0.00	\$0.00
01-4415-3-370-3	Red Cross	\$500.00	\$0.00
01-4415-3-370-4	Child and Family Services	\$500.00	\$500.00
01-4415-3-370-5	Home Health & Hospice Care	\$1,000.00	\$1,000.00
01-4415-3-370-6	Lamprey Health Care	\$500.00	\$500.00
01-4415-3-370-7	Big Brother & Big Sister	\$0.00	\$0.00
01-4415-3-390-1	Social Services – Meals on Wheels	\$1,375.00	\$1,375.00

The Board reviewed the requests from the various agencies. Mrs. Phillips indicated that she would not recommend funding the Red Cross and she is ok with the \$75.00 increase that is requested from Meals on Wheels. The other Board members were in support.

Mrs. Phillips moved to approve the Health Agencies & Hospitals budget as presented; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Intergovernmental Welfare Payments

Account Number	Account Description	Proposed Amount	Approved Amount
01-4444-3-390-1	RCCAP	\$4,471.00	\$4,471.00

Mr. Herman indicated that this proposed amount is level funded with the prior year.

Mrs. Phillips moved to approve the Intergovernmental Welfare Payments budget as presented; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

New Business

Application to Restore Involuntarily Merged Lots – Peachtree Road

Mr. Herman informed the Board that the town received their first application to restore involuntarily merged lots. The applicant provided all that was requested under the newly

adopted policy and the Building Inspector has reviewed the lot to confirm that nothing has been built on the second property after the merger. It was noted that this lot is on the dirt portion of Peachtree Road.

Mrs. Phillips moved to grant the request of Auburn Financial Services, LLC for restoration of involuntarily merged lots pursuant to RSA 674:39-aa, by restoring current Map 16-11 to its pre-merger status of two lots previously known as Map 16, Lot 11, Sub Lot 20, Section II Sun Valley Road and Map 16, Lot 12, Sub Lot 21, Section II Sun Valley Road; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Freezing of FEMA Public Assistance Funds

Mr. Herman informed the Board that FEMA has frozen all unobligated Public Assistance funds from past and current disasters in order to meet the immediate needs in Texas from Hurricane Harvey.

Estimated 2017 Tax Rate

Mr. Herman indicated that the various financial reports and documents have been submitted to the NH Department of Revenue Administration and he and Finance Director Adele Brown have internally estimated the 2017 tax rate at \$21.79. Mr. Herman noted that this is an increase from the current tax rate of \$20.25. Mr. Herman added that the estimated tax rate is lower than expected due to the increase in assessed valuation for the town from two large subdivision projects that came out of Current Use and became fully taxable.

Surety Reduction – Winchester Way

It was noted that the road was accepted by the Board at the last meeting and both Stantec and the Planning Board recommend the surety reduction.

Mrs. Phillips moved to approve the reduction of the Winchester Way Letter of Credit to \$18,664.64 for a 2 year maintenance period; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Old Business

Boxwood Drive Property Restoration

Mr. Herman indicated that the reclamation bond for the property restoration of the Boxwood Drive extension had been called by the town in order to prevent it from lapsing. Mr. Herman informed the Board that Town Counsel has been attempting to work with the developer and the developer's attorney to either have the developer complete the work or obtain a new bond with no avail. At this point, the Board needs to determine if they would like the Road Agent to handle the work or if they would like to

put the work out to bid. Mr. Eaton indicated that the Road Agent and subcontractors have Rockwood Terrace to begin and beyond reclaiming the area on Boxwood Drive there are no other benefits to the town he would recommend the town put this work out to bid. The other Board members agreed.

Other Business

Road Agent Dross informed the Board that Nutt Road is complete, he expects mulch and seed in the area to be done tomorrow and then they will move on to Rockwood Terrace.

Minutes

August 28th, 2017 Public Meeting

Mrs. Phillips moved to approve the minutes of the August 28th, 2017 public meeting; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

August 28th, 2017 Non-Public Meeting

Mrs. Phillips moved to approve the minutes of the August 28th, 2017 Non-public meeting; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Adjourn

Mr. Eaton moved to adjourn; Mrs. Phillips seconded the motion. All were in favor, the meeting was adjourned at 8:10 p.m.