

**Town of Auburn  
Board of Selectmen  
February 4, 2019**

**Selectmen Present:** James Headd, Richard Eaton and Keith Leclair

**Others Present** Dale Phillips, Todd Bedard, Mike DiPietro, Michael Rolfe, Lieutenant Ray Pelton, Mary Ann Rolfe, John Rolfe, Tom Lacroix, William Herman, Town Administrator and Nancy Hoijer, Recording Secretary

**Call to Order – Pledge of Allegiance**

Mr. Headd called the meeting to order at 7:00 pm.

**Approval of Payroll Manifest for the Week of January 21, 2019 - \$46,525.67**

*Mr. Eaton motioned to approve the Payroll Manifest for the Week of January 21, 2019 in the amount of \$46,525.67. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.*

**Approval of Accounts Payable Item for the Week of January 28, 2019 - \$175,374.56**

*Mr. Eaton motioned to approve the Accounts Payable Item for the Week of January 28, 2019 in the amount of \$175,374.56. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.*

**Approval of Payroll Manifest for the Week of February 4, 2019 - \$46,894.40**

*Mr. Eaton motioned to approve the Payroll Manifest for the Week of February 4, 2019 in the amount of \$46,894.40. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.*

**Approval of Consent Agenda for the Week of February 4, 2019**

Mr. Headd read out loud and offered for inspection a copy of the Consent Agenda for the Week of February 4, 2019 some of which included: one (1) Tax Collector's Warrant/Yield Tax; two (2) Tax Collector's Warrant/Land Use Change Tax; one (1) Tax Collector's Warrant/Supplemental Property Tax; one (1) Statutory Notice to Property Abutters (Dartmouth Drive); five (5) Applications for Property Tax Credit/Veteran's Credit; one (1) Application for Property Tax Credit/Veteran's Service Connected Total and Permanent Disability Credit; three (3) Abatement Application/Refund Requests; one (1) Representation for PSNH/Eversource Tax Appeals; one (1) Corrected Notice of Lot Restoration (Pinetree Road) and three (3) Pistol/Revolver Licenses.

*Mr. Eaton motioned to approve the Consent Agenda for the Week of February 4, 2019. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.*

**New Business**

BI/CEO Mutual Aid Agreement with the Town of Chester

Mr. Herman advised the Mutual Aid Agreement with the Town of Chester for the Building Inspector/Code Enforcement Officer services was due for renewal. The Chester Board of

Selectmen approved renewal at their January 28, 2019 meeting. Mr. Herman reported the Agreement has worked well since 2003 and is a good source for vacation backup with no cost.

***Mr. Leclair moved to approve the proposed “Mutual Aid and Assistance Agreement” between the Towns of Auburn and Chester to provide mutual aid to one another in the area of building inspection and code enforcement services at appropriate times. The Agreement will be in effect from February 5, 2019 through February 4, 2021. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

“Shred Day” Event – Saturday, May 11<sup>th</sup>

Mr. Headd announced there will be an on-site mobile shred event on Saturday, May 11, 2019 from 9 am to 12 pm (noon) at the Town Hall Parking Lot, 47 Chester Road.

Matthew Connors/Gemini Electric Letter – Active Shooter Event of January 23<sup>rd</sup>

Mr. Headd provided a copy of a letter written by Matthew Connors, President of Gemini Electric, in appreciation of the Auburn Police Department and other responders rapid and professional handling of an active shooter event that took place on January 23, 2019 in close proximity to his business, and for protecting its 25 employees and others in the business park area who were working at the time of the event.

Review of Deliberative Session of Town Meeting

Mr. Leclair reported the Session went well and was the first time it was done jointly with the School District. He felt it was worthwhile holding the two meetings together, and Mr. Headd and Mr. Eaton agreed.

## **Old Business**

### **2019 Paving Prices**

Mr. Herman provided the Board with the 2018 paving prices requested at the last meeting for comparison concerning their 2019 renewal. Mr. Herman noted some changes to handwork which has increased from \$115 per ton to \$125 per ton and flaggers, which Auburn has their own.

***Mr. Leclair moved to accept the 2019 proposal of Advanced Excavating & Paving for paving. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

### **Transportation Alternative Program (TAP) – Application Notice**

Mr. Herman provided a final update concerning the Transportation Alternatives Program (TAP) process. Nine projects were funded and Auburn’s proposed project to construct a paved multi-use path on the west side of Hooksett Road and Chester Road was ranked 13<sup>th</sup> out of 38 projects submitted. During the last round of applications for TAP grant, Auburn placed 18<sup>th</sup> out of 54 applicants. Mr. Herman advised establishment of the Town Properties Expendable Trust Fund at the 2019 Town voting should strengthen future applications by the Town as some or all of the Town’s required matching funds could be found in that fund.

Mr. Eaton recommended having assistance and support of some of the representatives and the Executive Council who could get involved by writing letters which could become part of the submittal package.

#### Inventory of Surplus Equipment – Auburn Fire Department

Mr. Herman provided a copy of the inventory provided by Fire Chief Williams resulting from discussions at the January 21, 2019 meeting where Chief Williams indicated the department had old SCBA equipment (replaced by the grant) and radio items no longer of service or need by the Department that could be discarded.

***Mr. Leclair moved to approve the inventory of surplus SCBA, and Radio Items as submitted by Chief Williams and authorize the disposal of this equipment as appropriate from the inventory of the Town of Auburn. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

#### Other Business

##### Retirement of Auburn Police Chief

Mr. Headd announced Chief Picard had submitted his letter notifying the Town of his retirement with February 14<sup>th</sup> to be his last day. Mr. Headd made copies of the press release available to the public. Mr. DiPietro recommended this be put on the website.

##### Tree at Town Hall

Dale Phillips indicated her concerns about the tree in front of Town Hall needing to be taken down.

#### Next Meetings

Monday, February 25, 2019

Monday, March 11, 2019

Monday, March 25, 2019

#### Minutes

- January 21, 2019 Public and Non-Public Meeting

***Mr. Leclair motioned to approve the January 21, 2019 Public-and Non-Public Meeting Minutes, as written. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

#### Adjourn

***Mr. Headd motioned to adjourn the meeting at 8:13 pm. Mr. Eaton seconded the motion, with all in favor, the motion passed unanimously.***

Respectfully submitted,

Nancy J. Hoijer,  
Recording Secretary