

**Town of Auburn
Board of Selectmen
September 9, 2019
7:00 PM**

Selectmen Present: Richard Eaton, Keith Leclair and Todd Bedard

Others Present Road Agent Mike Dross, Police Chief Ray Pelton, Lieutenant Charles Chabot, Paula Marzloff, Health Officer Paul Raiche, Mike DiPietro, Russell Sullivan, Susan Goodhue, Parks & Recreation Commissioner Pat Kelley, Michael Rolfe, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

Call to Order – Pledge of Allegiance

Mr. Eaton called the meeting to order at 6:58 PM and led the Pledge of Allegiance.

Approval of Accounts Payable Manifest for the Week of August 26, 2019 - \$85,167.13

Mr. Leclair motioned to approve the Accounts Payable Manifest for the Week of August 26, 2019 in the amount of \$85,167.13. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Payroll Manifest for the Week of September 2, 2019 - \$58,866.60

Mr. Leclair motioned to approve the Payroll Manifest for the Week of September 2, 2019 in the amount of \$58,866.60. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of September 9, 2019 - \$1,185,153.44

Mr. Leclair motioned to approve the Accounts Payable Manifest for the Week of September 9, 2019 in the amount of \$1,185,153.44. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Approval of Consent Agenda for the Week of September 9, 2019

Mr. Eaton read out loud and offered for inspection a copy of the Consent Agenda for the Week of September 9, 2019 some of which included: one (1) Tax Collector's Warrant/Yield Tax; one (1) MS-535/NH DRA FY ending December 31, 2018, one (1) Abatement/Refund Request and two (2) Pistol/Revolver Licenses.

Mr. Leclair motioned to approve the Consent Agenda for the Week of September 9, 2019. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Public Hearing

Withdrawal and expenditure of \$47,200 from the Town Building Rehabilitation Capital Reserve Fund for addition to the Auburn Police Department

Mr. Eaton opened the hearing to the public at 6:59 PM for comments and questions.

Mr. Herman provided a Memorandum dated September 9, 2019 regarding Withdrawal from Town Buildings Capital Reserve Fund to fund the initial construction work for the addition to the Auburn Police Department together with an Estimate for Addition to Police Department at Safety Complex dated August 2, 2019.

There were no comments offered or questions asked. Mr. Eaton closed the public hearing for deliberations at 7:02 PM.

Mr. Bedard moved to authorize the withdrawal of \$47,200 from the Town Buildings Rehabilitation Capital Reserve Fund for the foundation, foundation insulation, framing, roofing and trusses, siding and painting of an addition to the Auburn Police Department. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Mr. DiPietro asked how much was left in the fund – approximately \$30,000.

Appointments with the Board

Request for Mosquito Spraying – Eddows Recreational Field

Mr. Herman reported the Auburn Soccer Club requested permission to spray Eddows Recreational Fields for mosquitos due to confirmed EEE cases in Candia and Manchester, in addition to elsewhere in the region. The contractor would be Dragon Mosquito Control, Inc., of Stratham, and the Board was provided a copy of their license and certificate of insurance coverage. The firm noted they are aware of the wetlands designations that surround Eddows Field. Mr. Raiche noted he was familiar with Dragon Mosquito Control when he worked in Derry, and confirmed they are a reliable provider. Mr. Kelly noted the soccer fields were being sprayed this evening.

Mr. Raiche noted positive tests for EEE have been noted in surrounding towns of Candia and Manchester. Londonderry and Candia are engaged in trapping, while Manchester is waiting and has sent a letter to surrounding towns looking for input. Derry has not begun spraying but may make a decision in the next two weeks. He indicated mosquitos will be active until the second frost. Each application is good for approximately two to three weeks and costs \$400 per site and may need to be done twice.

Mr. Leclair asked if other areas may need to be done such as the school. Mr. Herman will be in touch with the SAU for the Auburn Village School property and Manchester Water Works concerning the potential of spraying at the Circle of Fun property. The Board was considering spraying at the Appletree Park, the Circle of Fun and the playing field adjacent to the Safety Complex. The Board requested this item be listed on their agenda for September 16th for a determination.

Mr. Kelly from Parks & Recreation was asked for an update concerning the lights at the fields. Soccer lights are complete and in operation, and the parking light poles are in place. The baseball field lights will use the existing poles, and the work to change the light fixtures should take place within the next two weeks. The softball field poles will be scheduled by the end of the current year. Mr. Kelly invited the Selectmen to come by Tuesday or Friday at 6:30 and see the lights in use.

The Board of Selectmen thanked Mr. Kelly for his time and efforts in this project.

Presentation of FY 2020 Town Budget and Capital Improvement Plan

Mr. Herman provided the Board with a Memorandum dated September 5, 2019 concerning the proposed FY 2020 Town Budget and Capital Expenditures together with Appendix C: Schedule of CIP Projects, Annual Costs and Revenues 2020-2025 and the proposed 2020 Full Town budget.

Mr. Herman noted the proposed budget for FY 2020 totals \$5.9 million up from \$5.7 million from the current year. He noted the figures do not include any potential wage increases in the budget, but there are a few requests for additional hours for some positions.

Mr. Leclair asked if the Police Contract was part of budget proposal, and Mr. Herman advised no, that would be a separate Warrant Article. He noted the Collective Bargaining Agreement provides for a step increases for police personnel, and also for a COLA increase if one is budgeted for all town employees. He indicated Finance Director Adele Frisella has estimated a 4.5% increase for health insurance, and 2.0% for dental, disability and life.

Mr. Herman noted the Fire Department has provided a break down of costs for repairs at Pingree Hill Station totaling nearly \$57,000 compiled from the list made following the tour of the facility with the Board of Selectmen earlier in the year.

Mr. Herman recommended the Board commence regular weekly meetings beginning September 16th to take up the budget presentations from Town departments and officials. He felt the Board could complete their budget work by the end of October with that type of schedule. The Finance Director will schedule the departments to come in a present their budgets weekly beginning next Monday.

New Business

Resignation of Conservation Commission Alternate Member

Mr. Herman provided a Memorandum dated September 9, 2019 concerning resignation of an alternate member of the Conservation Commission. Mr. Herman noted per advice of Commission Chair Jeff Porter, Ms. Beliveau no longer resides in Auburn which would make her ineligible to continue to serve. Ms. Beliveau is studying biology at UNH and has been a good member.

Mr. Bedard moved to accept with regret the resignation of Kayla Beliveau as an alternate member of the Auburn Conservation Commission. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Old Business

Age Friendly Mini Grant/Tufts Health Plan – Momentum Fund Grant Program

Since the Board's last meeting, Library Director Kathy Growney and Mr. Herman participated in a webinar on this grant program. The process is more detailed than originally anticipated, including the fact the Town cannot be the recipient, it must be a 501c(3) organization. The application deadline is September 29, 2019. Mr. Herman indicated they recommend the Town not apply for funding in 2019, but potentially look at this again next year.

Addition to Police Department

Mr. Eaton noted the foundation has been poured and the air conditioning condenser moved. A total of \$7,915 has been spent so far and \$39,285 is remaining. The roof trusses will be in on September 23rd and the framer will be out to begin work the middle of next week.

Road Agent Dross reminded the catch basin cost was \$630.15. Mr. Eaton asked if there were funds left in the road reconstruction budget to cover this expense. Road Agent Dross noted he will not have funds to expend beyond Lakeview Way project and paving. Road Agent Dross and Mr. Rolfe donated their labor. The Board of Selectmen thanked Mr. Rolfe and Mr. Dross for donating their time.

Mr. Leclair moved to withdraw \$630.15 to pay Phoenix Precast for the catch basin from the Town Properties Rehabilitation Expendable Trust Fund. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Report/Comments of Ex-Officio Board Representatives

Mr. Bedard reported Parks & Recreation next senior trip to Cannon Tram with lunch at the Woodstock Inn which sold out in one day. They are looking to find another small bus or van to possibly handle the 14-15 on the waiting list. Lights at Wayne Eddows were discussed. Bricks at Circle of Fun and a policy is being put together concerning use of the new Parks & Recreation truck.

Mr. Leclair reported Planning Board worked on the CIP which has been voted on and approved by the Planning Board at the last meeting. A 55 and over housing ordinance is being developed. Dan Tatem brought in some developers a few meetings ago to get their input which is how 55 and over was selected. Ms. Marzloff added they discussed the types of ownership from clusters to single-family and condominiums, the amount of acreage, square footage and number of bedrooms. Mr. Leclair noted the Planning Board is committed to having an ordinance ready to go to the voters on the March 2020 ballot.

Mr. Eaton noted Highway Safety is meeting Wednesday, September 18th.

Mr. Bedard reported the Community Forum is ready to go on Thursday. A Power Point presentation will be presented with each department having 5-10 minutes with a question and answer session at the end. Mr. Villeneuve will present for the Auburn School District.

Next Meetings/Events

Thursday, September 12, 2019 – Community Forum – ABS – 5:15 PM

Saturday, September 14, 2019 – Household Hazardous Waste Collection Day – across from the Raymond Safety Complex – 8:00 AM to Noon

Monday, September 16, 2019 – Board of Selectmen's Meeting – 7:00 PM

Minutes

- August 19, 2019 Public Meeting
- August 26, 2019 Public Workshop Meeting

- August 26, 2019 Non-Public Workshop Meeting (x3)

Mr. Bedard motioned to approve the minutes of the August 19, 2019 Public Meeting. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Mr. Bedard motioned to approve the minutes of the August 26, 2019 Public Workshop Meeting. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Mr. Bedard motioned to approve the three Non-Public Meeting Minutes of August 26, 2019. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Non-Public Session – RSA 91-A: 3, II (a) Consideration of the compensation of a public employee

Mr. Bedard motioned to go into non-public session pursuant to 91-A: 3, II (a) for consideration of the compensation of a public employee. Mr. Leclair seconded the motion. A roll call vote was taken: Mr. Eaton – yes; Mr. Leclair – yes; Mr. Bedard – yes. All were in favor, the motion passed unanimously.

The meeting room was closed to the public at 7:48 PM.

Mr. Leclair moved to come out of Non-Public Session at 8:04 PM. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion carried unanimously.

The meeting room was reopened to the public at 8:04 PM.

Mr. Leclair motioned to seal the minutes of the non-public session. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.

Adjourn

Mr. Bedard motioned to adjourn the meeting at 8:04 PM. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary