

**Town of Auburn
Board of Selectmen
January 10, 2022
Town Hall
Minutes**

7:00 PM

Selectmen Present: Keith Leclair and Todd Bedard

Others Present: Sergeant Dan Goonan, Tom Carroll, Michael DiPietro, Douglas Brodeur, Richard Burnham and Tansin Burnham, Road Agent Michael Dross, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

Call to Order – Pledge of Allegiance

Mr. Leclair called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

Other Business

Approval of Accounts Payable Manifest for the Week of December 27, 2021 - \$159,705.66

Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of December 27, 2021 in the amount of \$159,705.66. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of December 27, 2021 - \$2,190.00

Mr. Bedard motioned to approve the Accounts Payable Manifest for the Week of December 27, 2021 in the amount of \$2,190. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Payroll Manifest for the Week of January 3, 2022 - \$52,884.66

Mr. Bedard motioned to approve the Payroll Manifest for the Week of January 3, 2022 in the amount of \$52,884.66. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of January 10, 2022 - \$1,228,229.07

Mr. Bedard motioned to approve the Accounts Payable Manifest for the Week of January 10, 2022 in the amount of \$1,228,229.07. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Accounts Payable Manifest for the Week of January 10, 2022 - \$20,785

Mr. Bedard motioned to approve the Accounts Payable Manifest for the Week of January 10, 2022 in the amount of \$20,785. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Approval of Consent Agenda for the Week of January 10, 2022

Mr. Leclair read aloud and provided for inspection a copy of the Consent Agenda for the week of January 10, 2022 which included: one (1) certificate of authority, one (1) abatement/refund request, one (1) escrow agreement, the Default Budget FY 2022, one (1) notice of intent to cut wood or timber and three (3) pistol/revolver licenses.

Mr. Bedard motioned to approve the Consent Agenda for the week of January 10, 2022. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Appointments with the Board

Drawdown Notice – Calef Lake Dam – Meridian Land Services

Doug Brodeur, PE, Engineering Manager at Meridian Land Services, Inc. presented the Notice of Drawdown for Calef Lake Dam on behalf of Hidden Trails Ventures, Inc., current owner of the Calef Lake Campground and Calef Lake Dam in accordance with RSA 482:13. The letter provided on December 20, 2021 indicated the lake will be temporarily drawn down approximately six feet from its reference level for approximately seven (7) weeks beginning no earlier than January 21, 2022 in association with reconstructing the dam in accordance with NH DES requirements.

Mr. Leclair opened the meeting to the public for comments and questions at 7:03 PM.

Rick Burnham of 481 Chester Road asked if once the dam is rebuilt would the water level remain the same and Mr. Brodeur indicated that it would be the same level as before the work. Mr. Burnham noted that this summer he saw the lake at its highest level since he resided there.

Mike DiPietro asked about the construction materials, if they would be concrete and Mr. Brodeur indicated materials would be concrete and/or masonry concrete with a drop box culvert.

Mr. Leclair closed the meeting to public comment at 7:06 PM.

New Business

2022 Paving Prices – Advanced Excavating & Paving

The Board reviewed the proposal from Advanced Excavating & Paving dated December 21, 2021. Road Agent Dross noted no significant changes; the cost per ton held at the same prices.

Mr. Bedard motioned to accept the 2022 paving prices sent to the Town by Advanced Excavating & Paving dated December 21, 2021. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Ladder 1 Damage – Repair/Payment Request

The Board reviewed the invoice provided by Fire Chief Michael Williams dated December 8, 2021 in the amount of \$3,316.30 for repairs to Ladder 1 following damage when the jack was dragged pulling into the driveway.

Mr. Bedard motioned to pay the repair bill from Greenwood Emergency Vehicles dated December 8, 2021 in the amount of \$3,316.30 from the Fleet Maintenance and Equipment Expendable Trust Fund. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Encumbered Funds for FY 2021

For informational purposes Mr. Herman provided the Board with a list of encumbrances to date as of December 30, 2021. He noted he was waiting for a signed document for one remaining item and expected to have final figures within the month provided to act on 2021 encumbered amounts.

- Road Reconstruction Griffin Bridge \$109,465.50
- Records Preservation \$2,060
- Library & Equipment \$1,499.99
- Parks & Recreation (table) \$1,232
- Town Clerk (printer) \$556.98
- Planning & Zoning Water Study \$15,210.50
- Conservation Water Study \$1,125.50

Air Purifier and Allergen Multi-Filter – Police Department

The Board reviewed a request from the Police Department for an air purifier for the office area where the most employees are working. The estimated cost is \$349.99. Mr. Herman noted the Board could consider purchasing additional units for the booking and training rooms. Mr. Leclair noted there were no studies showing they work effectively against COVID at this time and recommended purchasing only one unit.

Mr. Bedard motioned to obligate the amount of \$350 from the American Rescue Plan Act funds for the purchase of an air purifier and allergen multi-filter system for the Auburn Police Department. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Report/Comments of Ex-Officio Board Representatives

Mr. Leclair reported the Budget Committee will be meeting on Thursday at 6 PM with the Public Hearing to follow at 7 PM on the proposed FY 2022 Town Operating Budget and the Auburn School District FY 2022-2023 Budget and Warrant Articles. Deliberative Session will be Saturday, February 5, 2022 at 9 AM at the Auburn Village School with the Auburn School District meeting first followed by Auburn Town Meeting.

Next Meeting/Events

- Monday, January 24, 2022 – Board of Selectmen's Meeting – 7:00 PM
- Monday, February 7, 2022 – Board of Selectmen's Meeting – 7:00 PM

Minutes

December 20, 2021 Public Meeting

Mr. Bedard motioned to approve the December 20, 2021 Public Meeting Minutes. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

December 20, 2021 Non-Public Meetings (x2)

Mr. Bedard motioned to approve the two (2) December 20, 2021 Non-Public Meeting Minutes. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Non-Public Session pursuant to provisions of RSA 91-A:3, II (a) the compensation of any public employee

Mr. Leclair motioned to go into non-public session pursuant to the provisions of RSA 91-A:3, II (a) the compensation of any public employee. Mr. Bedard seconded the motion. A roll call vote was taken Mr. Leclair voted aye, and Mr. Bedard voted aye. With all in favor, the motion passed unanimously.

The meeting room was closed to the public at 7:25 PM.

Mr. Herman provided the Board with the performance evaluation of Finance Director Patricia Rousseau who has just completed her sixth year of employment with the Town and her ninth month as Finance Director. Mr. Herman noted Ms. Rousseau has done well.

Mr. Leclair motioned to come out of non-public session. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The meeting room was reopened to the public at 7:32 PM.

Mr. Bedard motioned to approve a step increase for the Finance Director from a Labor Grade 10, Step 8 to a Labor Grade 10, Step 9 based on a positive performance evaluation. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Adjourn

Mr. Bedard motioned to adjourn the meeting at 7:36 PM. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,

Nancy Hoijer
Recording Secretary