

**Town of Auburn
Board of Selectmen
November 24, 2014**

Selectmen Present: Russell Sullivan, James Headd & Richard Eaton

Also Present: Bruce Phillips, Fire Chief; Paula Marzloff, Mike DiPietro, Mike & Linda Dross, John Rolfe, Michael Rolfe, Dennis & Pauline Vieira; Frances McFarland and Tom Gonyea, Residents; Ray Pelton, Police Lieutenant; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

Mr. Sullivan called the meeting to order at 7:00 p.m.

Approval of Accounts Payable for Week of November 24th, 2014

Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of \$821,680.75 for the week of November 24th, 2014; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Consent Agenda – Week of November 24th, 2014

Yield Tax Warrant

266 Rockingham Road (Tax Map #25, Lot #44) - \$524.15

Property Tax Abatement

Calef Lake Camping Area (Tax Map #5, Lot #65, Red #18) - \$21.50

Calef Lake Camping Area (Tax Map #5, Lot #65, Blue #8) - \$49.00

Payroll Check Manifest

Gregory Santuccio - \$240.85

Pistol/Revolver License

Four (4) Licenses

Mr. Headd moved to approve the Consent Agenda for the week of November 24th, 2014; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

FY 2015 Budget Presentations

Bruce Phillips – Budget Items

The Board was presented with a copy of the letter from the State of New Hampshire, Department of Resources and Economic Development, Division of Forests and Lands awarding the town 2015 Volunteer Fire Assistance funds in the amount of \$2,000. Chief Phillips retold the

Board that these funds are to be used towards replacing the forestry vehicle which will be present to the voters this coming March, if replacing the vehicle does not pass then the funds will be used to replace the skid unit on the current forestry vehicle. Mr. Eaton asked how much it will cost to replace the forestry vehicle. Chief Phillips stated that the designated committee is still specing out the vehicle; the first spec was \$12,000.

Mr. Eaton moved to accept 2015 Volunteer Fire Assistance funds in that amount of \$2,000.00 from the State of New Hampshire as awarded; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Chief Phillips informed the Board that Ron Currier's Hilltop Chevrolet has the State bid and has quoted the town \$34,500 for a 2015 Chevrolet Tahoe to replace the current command vehicle, a 3 year lease would equate to annual payments of approximately \$12,700. Chief Phillips stated that his only issue with leasing as opposed to a buying outright is at the end of the lease the town will pay approximately \$3,600 in interest. Mr. Headd reiterated that he is in favor of a lease purchase in the budget. Mr. Sullivan agreed and noted that this is similar to how the Police Department handles the cruisers. Mr. Gonyea commented that he could not find in the previous minutes where the Board agreed to put the replacement vehicle in the budget. Mr. Sullivan replied that it is something that the Board has discussed at a few meetings at this point. The Board agreed that they were in favor of including a lease purchase to replace the command vehicle in the Fire Department budget.

Mosquito Control

- The Board reviewed the proposed Warrant Article.

"To see if the Town will vote to raise and appropriate the sum of Thirty-four thousand six hundred and seventy-five dollars (\$34,675) to implement a comprehensive mosquito control program to include the integration of various methods of reducing mosquito vector species of West Nile Virus and Eastern Equine Encephalitis."

Mr. Herman indicated that Municipal Pest Management Services, Inc has provided the town with a proposal in the same amount as this past year. Mr. Michael Rolfe asked if it has made a difference. Mr. Vieira stated that he has seen a big difference. The Board agreed that they are in support of the Warrant Article which gives the voters the choice. Mr. Gonyea asked if it was something that the town is going to do every year why not put in the budget. Mr. Herman indicated that the first Warrant Article to do with Mosquito Control had such language to include in the budget thereafter and that language was removed by the voters at the annual deliberative session. The Board agreed that they would continue to voters the option.

Mr. Headd moved to recommend the proposed Warrant Article for Mosquito Control as presented; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Town Building Rehabilitation CRF

- The Board reviewed the proposed Warrant Article.

"To see if the Town will vote to raise and appropriate the sum of Sixty-thousand dollars (\$60,000) to be placed into the Town Building Rehabilitation Capital Reserve Fund previously

established. This sum to come from the unreserved fund balance (surplus) as of December 31, 2014 with no amount to be raised by taxation.”

Mr. Herman informed the Board that the balance of the Town Building Rehab fund is about \$40,000; the idea when established was to maintain approximately \$100,000.

Mr. Eaton moved to recommend the proposed Warrant Article for the Town Buildings Rehabilitation CRF as presented; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Insurance

Account Number	Account Description	Amount Proposed	Amount Approved
01-4196-6-695-1	Municipal Property Liability	\$53,727.00	\$53,727.00

Mr. Herman reviewed the Primex Property and Liability program member contribution summary with the Board. The town's property values, payroll and loss ratio has all increased. Mr. Herman informed the Board that the proposed budget amount is a not to exceed amount, the actual rates won't be set until 2015. Mr. Herman commented that certain coverages and services provided by Primex that town would not be able to get from private insurance companies. Mr. Vieira asked who underwrites for Primex. Mr. Herman stated several and names a few. Mr. Vieira indicated that the proposed amount is a pretty decent deal.

Mr. Eaton moved to approve the proposed Insurance budget as presented and discussed; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Advertising & Regional Associations

Account Number	Account Description	Amount Proposed	Amount Approved
01-4197-0-001-1	NH Municipal Association	\$4,651.00	\$4,651.00

Mr. Herman pointed out that the budget amount is membership dues to New Hampshire Municipal Association and the amount is increase by \$4 from this years budget amount. The Board reviewed a 2015-2016 services plan provided by NHMA. Mr. Herman noted that the annual dues are pre capita based.

Mr. Headd moved to approve the proposed Advertising & Regional Associations budget as presented and discussed; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Public Safety

Account Number	Account Description	Amount Proposed	Amount Approved
01-4299-0-391-0	Town Details	\$4,000.00	\$4,000.00

Mr. Herman noted that historically little has been expended from this budget line, so there is a proposed decrease of \$3,219.

Mr. Eaton moved to approve the proposed Public Safety budget as presented and discussed; Mr. Headd seconded the motion; all were in favor, the motion passed

unanimously.

Patriotic Purposes

Account Number	Account Description	Amount Proposed	Amount Approved
01-4583-0-001-1	Flags	\$1,900.00	\$1,900.00
01-4583-0-001-2	Auburn Historical Associations	\$5,000.00	\$5,000.00

Mr. Herman relayed that Mr. Miclette thinks that all of the flags on the utility poles need to be replaced next year. Auburn Historical Associations is level funded.

Mr. Headd moved to approve the proposed Patriotic Purposes budget as presented and discussed; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Debt Service

Account Number	Account Description	Amount Proposed	Amount Approved
01-4711-4-410-1	Long Term Bond Principle	\$1.00	\$1.00
01-4721-4-420-1	Long Term Bond Interest	\$1.00	\$1.00
01-4723-4-420-1	Tax Anticipation Interest	\$1.00	\$1.00

Mr. Eaton moved to approve the proposed Debt Service budget as presented and discussed; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Old Business

Administrative Policy for Requests for Governmental Documents and Records

Mr. Herman noted that this drafted policy was written by himself and Jennifer St. Hilaire of Wadleigh, Starr and Peters and was originally presented to the Board in September. Mr. Headd indicated that he has reviewed the policy and is comfortable with it. Mr. Eaton agreed noting that the policy does a real good job giving something to go by.

Mr. Headd moved to adopt the Administrative Policy for Requests for Governmental Documents and Records as presented; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.

Minutes

November 17th, 2014 Public Meeting

Mr. Eaton moved to approve the minutes of the November 17th, 2014 public meeting; Mr. Headd seconded the motion; All were in favor, the motion passed unanimously.

Mr. Steven Kimball, 126 Morgen Drive introduced himself to the Board and relayed that there are property owners on Morgen Drive that are putting/building things in the right of way, one neighbor has put up a fence and others have put up plow stakes. Mr. Kimball read from a NH RSA and told the Board that he would appreciate it if they asked the Road Agent to clean up the right of way. Mr. Dross relayed to Mr. Kimball that the resident that put up the fence did so

to prevent the neighbor across the street from plowing their driveway snow onto his but he will be taking the fence down and moving it. Mr. Kimball asked isn't snow supposed to be plowed into the right of way. Mr. Dross indicated that residents are not to plow snow from their property into the road or onto another's property. Mr. Kimball asked about the plow stakes. Mr. Dross indicated that once it snows the plow wings would likely take them down anyway but the town can not drive around removing all of the things people put in the right of way. Mr. Kimball asked if he could take them down. Mr. Dross stated that he would not encourage Mr. Kimball to remove someone else's property even if it is in the right of way.

Non-Public Session

Mr. Eaton moved to enter into non-public session pursuant to RSA 91-A 3, II (c) matter which could adversely affect the reputation of someone other than a member of the Board and (e) consideration of pending litigation; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mr. Sullivan – yes. The motion passed.

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

Mr. Eaton moved to exit Non-Public Session; Mr. Headd seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mr. Eaton – yes, Mr. Sullivan – yes. The motion passed.

Mr. Eaton moved to seal the minutes of the non-public meeting; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.

Mr. Headd moved to adjourn; Mr. Eaton seconded the motion; all were in favor, the public meeting ended at 7:48 p.m.