**Town of Auburn**

**Board of Selectmen**

**May 2, 2016**

**Selectmen Present:** James Headd, Richard Eaton & Dale Phillips

**Also Present:** Edward Gannon, Fire Chief; Jack Chapman, Robin Cirnigliario & Richard Eshelman, John Rolfe, Mike & Linda Dross, Dennis & Pauline Vieira, Michael Rolfe, Paula Marzloff, Susan Goodhue, Susan Jenkins, Scott Norris, Russell Sullivan, and Tom Gonyea, Residents; William Herman, Town Administrator; Kathryn Lafond, Recording Secretary

Mr. Headd called the meeting to order at 6:42 p.m.

**Non-Public Session**

***Mrs. Phillips moved to enter into non-public session pursuant to RSA 91-A 3, II (c) Reputation of any person other than a member of the public body; Mr. Eaton seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes, Mr. Eaton – yes. The motion passed.***

Meeting in Non-Public Session with the Selectmen was Robin Cirnigliaro and Richard Eshelman, Town Administrator Herman and Secretary Lafond.

***Mrs. Phillips moved to exit non-public session at 7:00 p.m.; Mr. Eaton seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes, Mr. Eaton - yes. The motion passed.***

***Mrs. Phillips moved to seal the minutes of the non-public sessions; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.***

Mr. Headd reconvened the public meeting at 7:01 p.m. and led the audience in the Pledge of Allegiance.

**Approval of Accounts Payable for Week of April 25th, 2016**

***Mr. Eaton moved to approve the Accounts Payable Manifest in the amount of $118,824.85 for the week of April 25th, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.***

**Approval of Payroll for Week of May 2nd, 2016**

***Mr. Eaton moved to approve the Payroll Manifest in the amount of $44,513.02 for the week of May 2nd, 2016; Mrs. Phillips seconded the motion; all were in favor, the motion passed unanimously.***

**Consent Agenda – Week of May 2nd, 2016**

Property Lien Discharge

48 Manchester Road (Tax Map #7, Lot #26)

Application for Property Tax / Veterans Credit

John Danis, 32 Tanglewood Drive (Tax Map #4, Lot #19-8)

NH Department of Revenue Administration / Form MS-232

Report of Appropriations Actually Voted

Warrant/Yield Taxes – Land Use Change Tax

Gaetano & Linda Sammartano, 54 Winchester Way (Tax Map #2, Lot #9-8) - $12,500

Warrant/Betterment Assessment – First Issue 2016

Six Properties on Cottage Avenue - $2,290.56

Abatement Refund

Jocelyn Scarpetti (Tax Map #13, Lot #40-2 & Lot # 40-3) - $24.60

Notice of Property Lien

543 Bunker Hill Road (Tax map #5, Lot #85-3)

Pistol/Revolver License

One (1)

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

**Jack Chapman – Sucker Brook Race**

Mr. Chapman reported to the Board that the planning of the annual Sucker Brook race is going well. This year’s annual duck race is being held the same weekend which will hold up the setup of the Sucker Brook race a bit. Mr. Chapman explained that the set up for the Sucker Brook race is normally done the day before the race, which is the date of the Duck Race this year. Mr. Chapman went on that he and Susan Jenkins have arranged for him to block of and use the rear parking lot of the school to set up in that area, there will be parking available in the front of the school and on the cemetery side of the road.

**New Business**

Special Events and Fire Watch & Prohibition and Regulation of Fireworks Ordinances

Mr. Herman informed the Board that the proposed Special Events and Fire Watch Ordinance and the Prohibition and Regulation of Fireworks Ordinance have been in the works for some time and a public hearing is now scheduled for May 16th for formal consideration and public comment. Chief Gannon explained to the Board that both ordinances fall in line with State regulations and the National Fire Protection Association codes and standards. Chief Gannon noted that having ordinances in place enable the Fire Department to easily enforce the rules and regulations. Chief Gannon stated that the intent of ordinances are to protect the public. Mr. Eaton asked if a homeowner on July 4th would still be able to shoot fireworks. Chief Gannon stated yes, within the time frame provided in the ordinance. Mr. Eaton asked if the Fire Department would go out on a complaint basis. Chief Gagnon responded yes, a compliant would initiate the Fire Department to look into the matter.

Appointment of Emergency Management Director

Mr. Herman relayed to the Board that the Town’s Emergency Management Plan indicates that the Fire Chief also serves as Emergency Management Director.

***Mrs. Phillips moved to appoint Edward Gannon as Emergency Management Director for the Town of Auburn, term to expire March 2018; Mr. Eaton seconded the motion; all were in favor, the motion passed unanimously.***

Mr. Headd swore Mr. Gannon in to the position of Emergency Management Director.

Sign Request – Wilson Crossing Road

The Board reviewed a request of a resident of Wilson Crossing Road to have a street sign warning of his deaf child placed. Road Agent Dross indicated that he had no concerns with the request. The Board directed that the sign be ordered and placed.

Ex-Officio Alternate Member – Planning Board

The Board reviewed a suggestion from the Planning Board to have an alternate ex-officio representative should the regular member not be able to attend the meeting. Mrs. Marzloff indicated that Mrs. Phillips was recently unable to attend a Planning Board meeting and while there were alternates present, none could be elevated into the vacancy. Mr. Eaton indicated that he would be willing to sit as alternate.

***Mr. Headd moved to appoint Mr. Richard Eaton as alternate ex-officio member of the Auburn Planning Board; Mrs. Phillips seconded the motion; All were in favor, the motion passed unanimously.***

**Old Business**

Settlement of Return of Surplus – LGC & HealthTrust Litigation

Mr. Herman informed the Board that the litigation to address the issue of the return of accumulated surplus funds to municipalities by the LGC/HealthTrust has been settled. Auburn’s share provides for half of the maximum amount minus the law firms contingency, so the total amount of the return to Auburn will be $2,932.56. Mr. Herman noted that the town had paid $500.00 upfront to be part of the coalition in this matter.

Surety Reductions

The Board reviewed a recommendation from the Planning Board and Stantec Consulting to reduce the surety held by the town for Daniels Equipment to $2,500.00.

The Board reviewed a recommendation from the Planning Board and Stantec Consulting to reduce the surety held by the town for the Village at Mr. Miner to $14,410.00.

The Board reviewed a recommendation from the Planning Board and Stantec Consulting to reduce the surety held by the town for the Tanglewood Subdivision to $13,164.48

The Board reviewed a recommendation from the Planning Board and Stantec Consulting to reduce the surety held by the town for the Wethersfield – Phase III Subdivision to $3,450.00.

***Mrs. Phillips moved to reduce the sureties as discussed and described; Mr. Headd seconded the motion; Mr. Eaton recused himself; the motion passed.***

Public Hearing Notice – Road Acceptance Requests

On May 16th the Board of Selectmen will formally consider the request for Road Acceptance for Tanglewood Drive and Steam Mill Road.

**Minutes**

The Board did not have copies of the April 18th meeting. Mr. Herman noted that they were previously sent to the Board. The Board agreed to table the approval of the minutes until the next meeting.

**Non-Public Session**

***Mrs. Phillips moved to enter into non-public session pursuant to RSA 91-A 3, II (a) Compensation of Public Employee; Mr. Eaton seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes, Mr. Eaton – yes. The motion passed.***

Meeting in Non-Public Session with the Selectmen was Sue Jenkins, Tax Collector; Town Administrator Herman and Secretary Lafond.

***Mrs. Phillips moved to exit non-public session; Mr. Eaton seconded the motion; A roll call vote was taken; Mr. Headd – yes, Mrs. Phillips – yes, Mr. Eaton - yes. The motion passed.***

***Mrs. Phillips moved to seal the minutes of the non-public sessions; Mr. Headd seconded the motion; all were in favor, the motion passed unanimously.***

***Mr. Eaton moved to adjourn; Mrs. Phillips seconded the motion; all were in favor, the public meeting ended at 7:57 p.m.***