

**Town of Auburn  
Board of Selectmen  
Stritch Meeting Room  
Town Hall  
January 23, 2023  
Approved Minutes  
7:00 PM**

**Selectmen Present:** Keith Leclair, Michael Rolfe and Tom Carroll

**Others Present:** Mike DiPietro, Town Administrator Chris Sterndale

**I. Call to Order**

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

**II. Public Comments**

Mr. Leclair asked if there were any comments from the public at 7:00 PM and there were none.

**III. Appointments with the Board**

**IV. Consent Agenda**

Mr. Leclair read out loud and offered for inspection the Consent Agenda for the week of January 23, 2023 which included: an Accounts Payable Manifest and a Payroll Manifest, as well as an accrued benefits withdrawal (full-time to part-time).

***Mr. Rolfe motioned to approve the Consent Agent for the week of January 23, 2023. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

**V. Highway Manifest Approval (\$5,255)**

***Mr. Carroll motioned to approve the Highway Manifest in the amount of \$5,255. Mr. Leclair seconded the motion. A vote was taken, Mr. Leclair voted aye, Mr. Carroll voted aye and Mr. Rolfe abstained. The motion passed 2-0-1.***

**VI. New Business**

**VII. Old Business**

A. Finalize Town Meeting Warrant

Mr. Sterndale reported one change in wording from “sell” to “convey” in the first sentence of Article 10. Otherwise, the wording has been reviewed by town counsel and the DRA.

***Mr. Rolfe motioned to approve the final draft of the Warrant Articles to be posted. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.***

Mr. Sterndale indicated he is finalizing the voter guide and provided talking points for deliberate session.

Mr. Leclair noted that last year the town did a State of the Town presentation at the deliberate session and would like to see that stay on the radar for next year.

#### **B. CIP**

Mr. Sterndale noted the CIP was last done in 2021. Mr. Leclair noted this is a Planning document and the Selectmen discussed updating the CIP in house a few months ago. Mr. Leclair recommended going to each department to have them provide feedback. Mr. Sterndale will get going on that.

The Board discussed the multi-use path that was formerly discussed to be a walkway from the AVS to Bunker Hill and whether this was still a priority. Mr. Rolfe noted if it is a sidewalk the Town will have to maintain it. The Board agreed there are plenty of trails in town and questioned what it would accomplish.

Mr. DiPietro noted that at one time the State wanted to see a boulevard going to Chester.

#### **C. Goal Setting Meeting**

Mr. Leclair recommended the Selectmen have a meeting in March or April to discuss what the Board wants to accomplish over the next one to two years.

### **VIII. Committee Reports**

Mr. Rolfe reported the Planning Board is meeting once a month now and saw a one-lot subdivision that went to the ZBA for frontage relief, a retaining wall was approved for DEMCO's conditional approval and landscaping design reviewed for the 55+ community. The lot line adjustment is moving ahead for Cedarcrest (the parcel with the Rangeway).

Mr. Carroll reported that Highway Safety Committee met, and Mr. DiPietro noted they discussed a resident request for a crosswalk on Manchester Road near St. Peter's which is a DOT road and would require a recommendation from the Selectmen. After discussion the Board decided to send a recommendation to the state and will copy the Highway Safety Committee.

Mr. DiPietro reported that concerns were raised by a resident with road salting and the salt getting into his well. It may be an issue with the individual well. After discussion the Board felt

that the concern should receive a formal response letter and directed Town Administrator Sterndale to write a response letter on behalf of the town letting the resident know they are looking into the matter and will take it under advisement. The Board agreed salt reduction is always a concern balanced against the safety of motorists and pedestrians. Mr. DiPietro noted salt use by the state, along the lake, especially is of concern.

## **IX. Upcoming Meetings**

- A. Deliberative Session: February 4 – 9 AM
- B. Board of Selectmen's Meeting: February 13, 2023

## **X. Minutes**

- A. January 9, 2023

***Mr. Rolfe motioned to approve the January 9, 2023 Public meeting minutes. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed 3-0-0.***

## **XI. Adjournment**

***Mr. Leclair motioned to adjourn the meeting at 7:22 PM. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

Respectfully submitted,  
Nancy Hoijer, Recording Secretary