

**Auburn Budget Committee Meeting**  
**January 11, 2024**  
**Stritch Meeting Room**  
**Draft Minutes**  
**7:00 PM**

**Members Present:** Chairman Peter Miles, Dan Carpenter, Vice-Chair David Wesche, Kevin Downing, Joanne Linxweiler, Paula Marzloff, School Board Representative Alan Villeneuve, and Selectman Representative Michael Rolfe.

**Others Present:** Library Director Daniel Szczesny, Cindy Berling, Alternate Library Trustee, Library Trustee Elizabeth Michaud, Library Trustee Marilyn Cavanaugh, Herb Tardiff, Finance & Budget Administrator Mimi Friolet, Town Administrator Chris Sterndale, and Nancy Hoijer, Recording Secretary

### **I. Call to Order**

Chairman Miles called the meeting to order at 7:00 PM.

### **II. Introductions**

Chairman Miles introduced the members who were present.

### **III. Approval of Minutes**

- January 4, 2024

***Mr. Wesche motioned to approve the January 4, 2024 meeting minutes. Mr. Carpenter seconded the motion. A vote was taken, Mrs. Marzloff and Mr. Rolfe abstained. The motion passed 6-0-2.***

### **IV. Public Hearing – Town and School District Budgets**

Chair Miles opened the public hearing at 7:00 PM.

Chair Miles read out loud the Warrant for the Operating Budget for the Auburn Village School in the amount of \$18,281,598. He noted the Default Budget is the same as last year, with adjustments, \$18,117,489. Mr. Villeneuve noted the amount (reflected) was reduced by \$25,000.

***Mr. Wesche motioned to recommend the Warrant for the Auburn Village School Operating Budget. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.***

Mrs. Marzloff read out loud Warrant Article #19 for the Operating Budget for the Town of Auburn in the amount of \$6,572,670. She noted the Default Budget is the same as last year, with

adjustments, \$6,388,281. Chair Miles noted that the Budget Committee voted to recommend the operating budget at its January 4, 2024 meeting.

Mrs. Linxweiler read out loud Warrant Article #20 to establish a Library Expansion and Community Center Capital Reserve Fund and to raise and appropriate \$100,000 to be placed in this fund. (see Articles for exact wording).

**Mr. Wesche motioned to recommend Warrant Article #20 as written. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Mr. Villeneuve expressed the time and effort the Library Trustees have spent. He recommended the Trustees let the Town pay for the building and focus on the interior.

Mr. Carpenter read out loud Warrant Article #21 to purchase a portion of 32 Hooksett Road and to raise and appropriate \$225,000 for that purpose, from the unreserved fund balance (surplus) as of December 31, 2023.

**Mrs. Marzloff motioned to recommend Warrant Article #21 as written. Mr. Villeneuve seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Mr. Villeneuve noted the location of the property and explained that it would tie the library and school together. Selectmen Rolfe noted this is something the Selectmen have been working on for a long time.

Mr. Villeneuve read out loud Warrant Article #22 which concerns the third year of a five-year collective bargaining agreement resulting from negotiations with the Auburn Police Commission and the Auburn Police Union Local 216.

**Mr. Wesche motioned to recommend Warrant Article #22 as edited. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Mr. Downing read out loud Warrant Article #23 which is to add \$10,000 to the Revaluation Fund from the unreserved fund balance.

**Mrs. Marzloff motioned to recommend Warrant Article #23 as written. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Mr. Rolfe noted the next revaluation is in five years.

Mr. Wesche read out loud Warrant Article #24 which is to add \$25,000 to the Accrued Benefits Liability Expendable Trust Fund to come from the unreserved fund balance.

**Mr. Wesche motioned to recommend Warrant Article #24 as written. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Mrs. Friolet explained how the unreserved fund balance works with the balance carrying year to year and being made up of revenues minus expenses. Town Administrator Sterndale explained

that voters have the latitude of maintaining how much of a balance to maintain and how audit cycles play into that. He noted that the Town maintains a high end range as of the close of 2023.

Mrs. Marzloff read out loud Warrant Article #25 which is to add \$50,000 to the Fleet Maintenance and Replacement Expendable Trust Fund to come from the unreserved fund balance.

**Mr. Downing motioned to recommend Warrant Article #25 as written. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Mrs. Linxweiler read out loud Warrant Article #26 which is to add \$25,000 to the Cemetery Maintenance Fund to come from the unreserved fund balance.

**Mrs. Marzloff motioned to recommend Warrant Article #26 as edited. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Mr. Carpenter read out loud Warrant Article #27 which is to add \$75,000 to the Town Buildings Restoration and New Construction Expendable Trust Fund to come from the unreserved fund balance.

**Mr. Wesche motioned to recommend Warrant Article #27 as written. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Mr. Tardiff asked if the funds were invested, and Town Administrator Sterndale indicated the funds were invested in secure investments c/o Trustee of the Trust Fund.

Mr. Villeneuve read out loud Warrant Article #28 which is to add \$50,000 to the Town Property Rehabilitation Expendable Trust Fund to come from the unreserved fund balance.

**Mrs. Marzloff motioned to recommend Warrant Article #28 as written. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.**

Town Administrator Sterndale noted the fund balance is approximately \$3.1 million dollars and often cushions the time between tax billings and rides out bumps in tax collection.

Mr. Villeneuve asked the balance of all the trust funds. Mrs. Friolet noted approximately \$520,000.

Mrs. Marzloff asked about expenditures from the trust funds. Mr. Rolfe noted examples such as purchasing fire trucks, large unanticipated repairs to apparatus, town building restoration, and Highway Garage. Mr. Rolfe noted the last few years the Town has been able to use the COVID ARPA funds.

Mrs. Friolet explained the difference between the two building funds and noted one example was repairs to Wayne Eddows filed which is property not a building.

Chair Miles closed the public hearing at 7:34 PM.

## **V. Adjourn**

***Mr. Wesche moved to adjourn the meeting at 7:39 PM, seconded by Mrs. Linxweiler. A vote was taken; all were in agreement, the motion carried unanimously.***

Respectfully submitted,  
Nancy J. Hoijer,  
Recording Secretary

*Note: Any person with a disability who wishes to attend this public meeting and needs to be provided a reasonable accommodation in order to participate, please call the Town Hall (603) 483-5052, or contact the Committee Secretary so that arrangements can be made.*