

**Auburn Budget Committee Meeting
December 10, 2020
Auburn Village School
Minutes
7:00 PM**

Members Present: Peter Miles, Chairman; David Wesche, Dan Carpenter, Kevin Downing, Alan Villeneuve, Mary Beth Lufkin, Paula Marzloff and Keith Leclair

Others Present: Cemetery Trustee Jim Thompson, Conservation Commission Chair Jeff Porter, Planning Board Chair Ron Poltak, Parks & Recreation Coordinator Amy Lachance, Finance Director Adele Frisella, and Nancy Hoijer, Recording Secretary

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

Approval of Meeting Minutes

Meeting of December 3, 2020

Mr. Wesche motioned to approve the December 3, 2020 minutes as amended. Mr. Carpenter seconded the motion. A vote was taken Mrs. Marzloff abstained, Mr. Miles – aye, Mr. Wesche – aye, Mr. Carpenter – aye, Mr. Downing – aye, Mr. Villeneuve – aye and Mr. Leclair – aye. The motion passed 6-0-1.

Budget Presentations:

Cemeteries (Jim Thompson)

Mr. Thompson presented the proposed FY 21 Cemeteries budget in the amount of \$33,300 which is a 1% decrease from last year. Mr. Thompson noted the mowing and fertilizer lines now include Robie Cemetery and the Robie Cemetery line is now zeroed out because the Cemetery is complete. Longmeadow will have a \$19,000 project for its stone wall from the Trust Fund and then the Town will take over. Cemetery Mileage has not been expended yet as the Trustees usually reimburse their mileage in another week or two. Dues & Membership has not been used much this year and will get on track next year.

Mr. Wesche motioned to approve the FY 21 budget for Cemeteries in the amount of \$33,300. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Conservation Commission (Jeff Porter)

Mr. Porter presented the proposed FY 21 Conservation Administration budget in the amount of \$5,500. Mr. Porter noted the Professional Services line and Maps & Supplies line increased to enter a proposed hydrological survey with the Planning Board to determine what sources of groundwater are available and plan and regulate development.

Mr. Villeneuve asked if Stantec was the best consulting firm for the project and Mr. Poltak indicated they are the 2nd largest consulting firm in the world and the Town has a contract with them, they know the players and have the technical expertise and a good repour with them. Other communities have already used them for this. The project is not highly technical in nature with 99% of it concerning wells. The State has on file within the last 25 years, the basic data, however 50% surveyed would not have had their wells tested or monitored within the last two years. The data will be accumulated to analyze water use now and determine future yield. In two years, the Planning Board will draft zoning ordinance so that if a developer wants to build 30 homes, they cannot do that without an assurance it will not impact someone else's well within the zone of influence. The State of NH does not get involved in wells that yield less than 5,705 gallons per day. In the recent drought conditions, we all saw the water table down 3' and the lake as it is now. Manchester Water Works is working on infrastructure with Hooksett because everyone wants that water.

Mr. Villeneuve motioned to approve the FY 21 Conservation Administration in the amount of \$5,500. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Planning and Zoning (Ron Poltak)

Mr. Poltak presented the proposed FY 21 Planning & Zoning budget in the amount of \$44,150 which is a 6% decrease from last year.

Mr. Poltak noted next year the costs will be reduced for the third phase of the study, to \$9,000. The Master Plan update was done three years ago. This year the Planning Board worked on Senior Housing and the Lighting ordinance. Legal must review those and the proposed ordinances. A majority of the new zoning ordinances will relate to the Fire Department's compliance with national standards.

Mr. Carpenter asked if the Planning Board and ZBA work with the Board of Selectmen paying legal fees on both sides of these things. Mr. Leclair noted an instance of a land unmerging of lots application which the Board of Selectmen denied and then went to the ZBA and was overruled. There were attorney's fees paid by the Town on both sides. The majority of legal fees this year was for that Sun Valley application. The Board of Selectmen considered Mr. Carpenter's request to separate the fees and decided against it.

Mr. Villeneuve motioned to approve the FY 21 budget for Planning & Zoning in the amount of \$44,150. Mr. Wesche seconded the motion. A vote was taken: Mrs. Marzloff abstained, Mrs. Lufkin – aye, Mr. Villeneuve – aye, Mr. Leclair – aye, Mr. Carpenter – aye, Mr. Downing – aye, Mr. Miles – aye, and Mr. Wesche – aye. The motion passed 7-0-1.

Parks & Recreation (Amy Lachance)

Mrs. Lachance presented the FY 21 Parks & Recreation budget in the amount of \$72,084.

Mrs. Lachance noted the Ski Program was reduced to \$1.00 as transportation will not be provided in January.

Mrs. Lachance indicated the Ice Rink proposed at \$5,000 was increased to \$5,250 and is a small rink. The purchase is dependent on the ability to build the storage building and store it. It will be taken out of the budget if the storage building is not built and if it works out, they will invest in the second larger one. Mrs. Lachance noted the Farm at Joppa Hill in Bedford, NH has constructed the one Parks & Recreation is considering. Mr. Leclair noted it can be moved in pieces and stored on a pallet. Mr. Villeneuve noted thousands had been put into ice rinks before. Mrs. Lachance indicated they were not attempting to make repairs anymore; this is a purchase. The Board asked Parks & Recreation not to come back with patch solutions for the existing rinks which were attempted last year. Mrs. Lufkin asked if data could be collected on how many people are using it before purchasing the second one.

Mrs. Lachance proposed use of the Severance School in Recreation Improvements, provided the Town can negotiate rent of the building with Manchester Water Works. The building would be renovated being performed through Manchester Water Works which may hold up occupancy until after June. Mrs. Lachance put together a business plan detailing the proposed revenue to offset the rent and utilities costs by groups such as the Scouts and others that have nowhere to go right now. Mr. Villeneuve asked whether the building could make \$30,000 in revenue. Mrs. Lachance noted it could make about \$16,000 with programs that she knows will happen now. Mr. Downing asked when it might be renovated so the program can begin and was advised noting could formally commence until the Town budget is approved in March. Mr. Villeneuve asked if the Town had an agreement with Manchester Water Works. Mr. Leclair explained passing the budget is the first step in the process. The Town has had multiple conversations with Manchester Water Works and ultimately would be contingent upon a March vote.

Mr. Villeneuve asked about the new truck maintenance and the fuel line. Mrs. Lachance noted the new truck was purchased used last year and had issues which were fixed. It was not being used until recently when the facilities manager was hired and now it is being used frequently.

Mr. Wesche asked about Senior Trips and if spring was realistic. Mrs. Lachance noted if something were not able to be done in the spring something would be done between late summer and December.

Mr. Villeneuve motioned to approve the FY 21 budget for Parks & Recreation in the amount of \$72,084. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Legal Expenses (Adele Frisella)

Ms. Frisella presented the proposed FY 21 Legal Expenditures budget in the amount of \$30,000 which is level funded from last year.

Mr. Villeneuve motioned to approve the FY 21 Legal Expenditures budget in the amount of \$30,000. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Regional Associations (Adele Frisella)

Ms. Frisella presented the proposed FY 21 budget for Regional Associations in the amount of \$9,473 which is a 1% increase over last year. Mr. Villeneuve asked Mrs. Marzloff if the Planning Board got a lot out of the SNHPC dues and Mrs. Marzloff indicated that they provided a lot of information and support.

Mrs. Marzloff motioned to approve the FY 21 budget for Regional Associations in the amount of \$9,473. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Other General Government (Adele Frisella)

Ms. Frisella presented the proposed FY 21 budget for General Government in the amount of \$113,270 which is a 1% increase from last year. Ms. Frisella indicated \$4,000 shown is for the new copier. The Town purchases a new copier every four years. They have an average life of three and a half years.

Mrs. Lufkin motioned to approve the FY 21 budget for General Government in the amount of \$113,270. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Solid Waste (Adele Frisella)

Ms. Frisella presented the proposed FY 21 budget for Solid Waste in the amount of \$20,151 which is a 22% decrease from last year.

Mr. Villeneuve asked about E-Waste Day and if the \$4,800 would be enough to cover it and Mr. Leclair noted they shifted equipment around this year to make more space.

Mrs. Marzloff asked about being reduced to \$1.00 and Mr. Leclair explained there was no use. Mrs. Marzloff asked about junk being dumped everywhere and Mr. Leclair noted it is taken right to the dump.

Mr. Leclair noted for Landfill Monitoring is the extra work done for the two wells added that Stantec monitors the State requested additional sampling and reporting. Ms. Frisella noted testing is for PFOAs. Mr. Leclair noted it is not because of any increases found but as a widespread measure the State has requested in communities throughout the State.

Mrs. Lufkin motioned to approve the FY 21 Solid Waste budget in the amount of \$20,151. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Patriotic Purposes

Mr. Carpenter presented the proposed budget for FY 21 for Patriotic Purposes in the amount of \$6,500 which is a 43% decrease from last year. Mr. Carpenter noted he was pleased with how

far the Historical Association has come. There are three books this year which he displayed, *Outdoors, Houses & Stories*. Mr. Villeneuve noted he enjoyed reading the stories online or in the Crier.

Mrs. Lufkin motioned to approve the FY 21 Patriotic Purposes budget in the amount of \$6,500. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Salaries & Wages (Adele Frisella & Keith Leclair)

Ms. Frisella and Mr. Leclair presented the 2021 Wage Salaries budget in the amount of \$2,211,127.

Mr. Leclair noted the Joint Board went with the proposed 2% increase for Step increases only and no COLA increase in FY2021. The Police Union has a requirement for a separate Warrant Article and the Town is required to propose a Step increase. If Town Employees also get a COLA increase, then the Union members receive that as well. A bonus was authorized for Town employees who have worked through Covid who and were not part of the First Responders stipend. The cost is \$6,500 and was taken out of the legal line.

Mr. Villeneuve asked the estimated fund balance and Mr. Leclair indicated it was a couple hundred thousand.

Mrs. Lufkin motioned to approve the 2021 Wage Salaries budget in the amount of \$2,211,127. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Other Business

Next Meeting: Thursday, December 17, 2020

Adjourn

Mr. Wesche moved to adjourn the meeting at 8:01 PM, seconded by Mr. Downing. A vote was taken; all were in agreement, the motion carried unanimously. The meeting adjourned at 8:01 PM.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary