

**Auburn Budget Committee Meeting
October 28, 2021
Town Hall
Minutes
7:00 PM**

Members Present: Peter Miles, Chairman, David Wesche, Vice-Chairman, Dan Carpenter, Kevin Downing, Paula Marzloff, School Board Representative Janice Baker and Selectman Representative Keith Leclair

Others Present: Conservation Commission Chair Jeff Porter, Planning Board Chair Ron Poltak, Library Director Kathryn Gowney, Library Trustees Nancy Mayland, Marilyn Cavanaugh and Elizabeth Michaud, Town Administrator William Herman, Finance Assistant Mimi Friolet, Finance Director Patricia Rousseau, and Nancy Hoijer, Recording Secretary

Chairman Miles called the meeting to order at 7:01 PM.

Approval of Meeting Minutes

Meeting of October 21, 2021

Mrs. Baker and Mr. Carpenter suggested edits to the second paragraph of the last page.

Mrs. Marzloff motioned to approve the October 21, 2021 minutes, as amended. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Budget Presentations:

Planning and Zoning

Mrs. Marzloff recused herself and sat with the public at 7:10 PM.

Ron Poltak presented the proposed Planning & Zoning budget for FY 2022 in the amount of \$35,150 which he noted is \$9,000 less than last year. Mr. Poltak referenced Line 3-390-2 Master Plan & Regulatory Updates which was increased last year to \$17,000 for the multiple phases of the proposed groundwater resource protection ordinance of which only Phase Three is left.

Mr. Wesche motioned to approve the FY 2022 Planning & Zoning Budget in the amount of \$35,150. Mr. Carpenter seconded the motion. A vote was taken, Mrs. Marzloff abstained from voting, the motion passed 6-0-1.

Mrs. Marzloff rejoined the meeting.

Conservation Commission

Jeff Porter presented the proposed FY 2022 Conservation Administration budget in the amount of \$5,500 which is level funded from last year. Mr. Porter referenced Line 3-390-0 Professional Services which has a budget level funded from last year of \$3,450 with no expenditures for 2021 to date. He noted the large water study will be completed and then the budget will go back to flat.

Mr. Downing motioned to approve the FY 2022 Conservation Administration budget in the amount of \$5,500. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Griffin Public Library

Library Director Kathryn Growney presented the proposed FY 2022 Griffin Public Library budget in the amount of \$2,700 which is a 2% increase proposed over last year.

Mrs. Growney referenced a 30% increase in Library Programs Line 6-650-1 and an 18% increase in Library Lending Materials – Printed, Line 6-650-2 up 18% and Electronic, Line 6-650-3 down 9% as well as a 28% increase proposed for Library Supplies Line 6-650-3. She proposed a 4% increase for Library Utilities Line 5-535-1 which includes the winter fuel costs to heat the building. She noted they also had HEPA filters running in every room.

Mrs. Growney noted as of April the volume for circulation totals both print and electronic have been surpassed month by month. The library has had more business than it ever has.

Mr. Wesche asked if the expenditures listed were as of today's date and Mrs. Rousseau noted they were as of today.

Mrs. Baker motioned to approve the FY 2022 Griffin Public Library budget in the amount of \$53,550. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Library/Community Center Project

Library Director Kathryn Growney presented the proposed FY 2022 Library Land & Land Improvements budget in the amount of \$20,000. Mrs. Growney noted Line 9-910-0 is the Library Land & Building Review proposed in the CIP for architectural drawings for the library.

Library Trustee Nancy Mayland noted the original request was for \$40,000 but the Board of Selectmen felt the timeline would likely be pushed off once the budget was approved and the RFPs sent out. They recommended doing half in 2022 and the remaining half the following year, if necessary. The architectural drawings will show the design and help give an idea of the cost and provide the ability to consult with the stakeholders and community to show what the proposed addition would look like and get feedback from the community.

Mrs. Marzloff motioned to approve the FY 2022 Land & Land Improvements budget in the amount of \$20,000. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Public Assistance

Finance Assistant Mimi Friolet presented the proposed FY 2022 budget for Public Assistance in the amount of \$15,500 which is level funded from last year.

Mrs. Friolet noted the level of assistance to be provided is always an unknown, but this may be the year to be cautious with many Covid programs designed to assist homeowners and renters now expiring. She tries to redirect applicants to other forms of assistance which may be available. Some have reached out concerning fuel assistance.

Mrs. Marzloff motioned to approve the FY 2022 Public Assistance budget in the amount of \$15,500. Mr. Carpenter seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

General Government Buildings

Bill Herman and Patricia Rousseau presented the FY 2022 proposed budget for Government Buildings and Maintenance in the amount of \$119,805 which is less than a one percent increase proposed over last year's budget.

Mrs. Marzloff asked why the electric budget for Parks & Recreation had been increased and Mr. Leclair explained this line has been over expended the last three years and he is not even sure if a \$500 increase will be enough. He attributed the increase to adding lights for the soccer field and notes that lights for the baseball field and now requested for softball will likely increase the expenditure and be somewhat offset by switching to LED lighting this year.

Mr. Wesche motioned to approve the FY 2022 Government Buildings & Maintenance budget in the amount of \$119,805. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

General Government

Bill Herman presented the proposed FY 2022 budget for General Government in the amount of \$74,951 noting that Line 3-340-1 Contracts, Software and Maintenance in the amount of \$47,570 had not yet had a recommendation by the Board of Selectmen who wanted more time to review the IT proposal concerning General Government. The IT proposal will also affect these lines in the Police & Fire Department's budgets.

Mr. Carpenter motioned to table approval of the General Government budget proposed for FY 2022 until next week. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Advertising & Regional Associations

Bill Herman presented the proposed FY 2022 Advertising & Regional Associations budget in the amount of \$9,929 which is a five percent increased over last year. Mr. Herman noted the budget is comprised of regional dues to NH Municipal Association and Southern NH Planning. The dues for Southern NH Planning rose by 10% and are calculated by census and population. Mr. Herman noted the population increased and the Town of Auburn has one of the fastest growing populations in the region.

Mr. Wesche motioned to approve the FY 2022 Advertising & Regional Associations budget in the amount of \$9,929. Mrs. Baker seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Debt Service

Bill Herman presented the proposed FY 2022 Debt Service budget in the amount of \$3.00 which is level funded from last year. Mr. Herman indicated this is comprised of three \$1.00 placeholders for each of the Long-Term Bond Principle, Interest and TAN interest lines which are only used when the Town finances a bond. This year only the Auburn Village School is paying on a bond.

Mr. Wesche motioned to approve the FY 2022 Debt Service budget in the amount of \$3.00. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Other Business:

Mr. Leclair advised the Committee salaries will be big this year due to COLA increase approved by the Joint Personnel Board at 5.25% and the 2% step increases making a total increase for non-union employees of 7.25%. Last year there was no COLA increase. Mr. Leclair advised the union contract has not been voted on or signed.

Mr. Leclair provided the Board with the 2021 DRA Tax Rate Breakdown for the Town which is \$18.14/per thousand of assessed valuation. The tax rate decreased .34 cents from \$18.48/thousand rate in 2020. Mr. Leclair predicted new tax dollars would be steady for the next three-four years while Auburn Heights is being developed but when completed, there are not lot of new tax dollars to be coming in.

Mrs. Marzloff noted the Planning Board is looking at a preliminary 21-lot subdivision proposal. The neighborhood was opposed to 55+ housing at the end of Rockwood Terrace & Tanglewood Drive so the developer will need to see if a conventional single-family subdivision is feasible with the wetland and terrain issues.

Next Meeting: Thursday, November 4th at 7:00 PM

Adjourn

Mrs. Baker moved to adjourn the meeting at 7:44 PM, seconded by Mrs. Marzloff. A vote was taken; all were in agreement, the motion carried unanimously. The meeting adjourned at 7:44 PM.

Respectfully submitted,

Nancy J. Hoijer,
Recording Secretary