

**Auburn Budget Committee Meeting  
October 20, 2022  
Auburn Town Hall  
Meeting Room  
Draft Minutes  
7:00 PM**

**Members Present:** Peter Miles, Chairman, Dan Carpenter, Joanne Linxweiler, Paula Marzloff, Kevin Downing, School Board Representative Alan Villeneuve and Selectman Representative Keith Leclair

**Others Present:** Finance Director Patricia Rousseau, Finance Assistant Mimi Friolet, Building Inspector Carrie Rouleau-Cote, Animal Control Officer Jarlene Cornet and Nancy Hoijer, Recording Secretary

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

**Approval of Meeting Minutes**

- October 6, 2022

***Mrs. Marzloff motioned to approve the October 6, 2022 minutes as amended. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed 7-0-0.***

**Budget Presentations**

Finance Director Rousseau provided updated financials for the budgets being presented.

- Building Inspector – Carrie Rouleau-Cote

Building Inspector Carrie Rouleau-Cote presented the proposed FY 2023 budget for Building Inspector in the amount of \$12,800 which is a five percent increase from last year. She provided a written narrative for each of the lines.

Mr. Carpenter asked about the legal expense line and Mrs. Rouleau-Cote noted a quiet year for code enforcement with no active litigation and no appeals of her administrative decisions. She noted zoning amendments are coming up soon for review. Mr. Carpenter asked if 2021 was an exception based on expenditures for that year and Mrs. Rouleau-Cote explained that not all litigation is resolved within months and can drag out for multiple years. Finance Director Rousseau clarified that the negative number shown (-3,324.86) in 2021 is actually a credit which is awarded when some legal fees are paid back to the Town. Mr. Villeneuve asked whether income typically goes here and Ms. Rousseau noted the auditors moved it.

Mr. Villeneuve asked Mrs. Rouleau-Cote to recap some of this year's activity. She noted it was similar to 2021-22. In 2021 there were 590 permits issued at this time and in 2022 there are 556. In 2021 there were 14 new homes with three ADUs and in 2022 12 new homes with two ADUs. There have been two applications so far from the 55 and over community and five foundations are expected to go in this fall with the homes occupied next summer. There has been a lot of site work and the clubhouse is under construction. Sales are being run out of the mobile office. There has been a lot of commercial activity, one on King Street and another on Rockingham Road each with 25 contractor bays proposed and townhomes on By-Pass 28.

Mr. Villeneuve explained the reasoning behind his question as the School is putting together their budget and it will be up a bit. They are trying to understand what will be added to the tax base to offset that increase. Mrs. Rouleau-Cote noted the 55 and over community and commercial activity will not likely offset the student base. The occupancy limit on the 55 and over is two per the septic design.

Mr. Leclair asked about the triplexes and Mrs. Rouleau-Cote explained there will be six dwelling units.

Mrs. Linxweiler asked about the storage units and Mrs. Rouleau-Cote noted there is site work and a preconstruction meeting. The three-story climate controlled is the larger of the seven buildings on site but there will be a lot of structures and infrastructure.

Mr. Carpenter asked about the vehicle repairs and Mrs. Rouleau-Cote noted \$1,000 was spent last year with \$750 budgeted and \$1,350 spent this year which is why she is keeping the vehicle another year rather than replacing it with the leftover vehicle. The vehicle has had belts, brakes, exhaust work and been hit by a dump truck and survived. She estimates 5,500 miles have been put on this year.

***Mr. Downing motioned to approve the FY 2023 budget for Building Inspector in the amount of \$12,800. Mrs. Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed 7-0-0.***

- Health Administration – Carrie Rouleau-Cote

Deputy Health Inspector Carrie Rouleau-Cote presented the proposed FY 2023 budget for Health Administration in the amount of \$201 which is a 20% decrease from last year.

***Mr. Carpenter motioned to approve the FY 2023 budget for Health Administration in the amount of \$201. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed 7-0-0.***

- Animal Control Officer – Jarlene Cornet

Jarlene Cornet presented the proposed FY 2023 budget for Animal Control Officer in the amount of \$2,240 which is a six percent decrease from last year. She reported there is a new kennel at the police station for stray dogs which is secure and heated. They used

to be held at her barn but now she has horses, so her barn is full. She indicated a couple of residents took it upon themselves to bring stray cats to the vet and the Town was charged. She noted residents can't be doing that without calling anyone.

***Mr. Villeneuve motioned to approve the FY 2023 budget for Animal Control Officer in the amount of \$2,240. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed 7-0-0.***

- Patriotic Purposes – Dan Carpenter

Dan Carpenter presented the proposed FY 2023 budget for Patriotic Purposes in the amount of \$5,000 which is level funded from last year. He provided an email dated July 29, 2022 concerning some of the community activities the Auburn Historical Association runs each year such as the Duck Race which raises money for local non-profits

***Mr. Leclair motioned to approve the FY 2023 budget for Patriotic Purposes in the amount of \$5,000. Mrs. Linxweiler seconded the motion. A vote was taken, Mr. Carpenter abstained. The motion passed 6-0-1.***

- Town Pound Proposal – Dan Carpenter

Mr. Carpenter provided emails dated July 29, 2022 and August 5, 2022 detailing the request for \$10,000 to repair the Town Pound. Before moving forward he noted Mr. Thompson has been working on research of the deeds and concluded the Town owns the property but there is no actual one deed to the property he has found. He recommended reaching an agreement with the abutting homeowner before moving forward, to access the site. He estimated there would be work on the stone mileage marker, tree removal, stone to be moved and three-four days of machine work to get the stones back into position with the Pound being 35-50' wide and needing room on either side for access. The abutting owners have 250' of frontage and he would not want to see their frontage become non-conforming and recommended an easement.

Mrs. Marzloff noted the parcel may not have ever been in private ownership and could have been part of the layout of the road.

Mr. Villeneuve will ask the abutter if she has documents.

- Advertising & Regional Associations – Finance Director Patricia Rousseau

Finance Director Rousseau presented the amended FY 2023 proposed budget for Advertising & Regional Associations in the amount of \$4,301. She indicated the reason for the amendment was increased dues from Southern New Hampshire Planning.

***Mr. Carpenter motioned to approve the amended FY 2023 budget for Advertising & Regional Associations in the amount of \$4,301. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed 7-0-0.***

Mr. Villeneuve asked what would happen if the Town didn't pay SNHPC and Mrs. Marzloff and Mr. Leclair responded that the Town uses their resources quite frequently and couldn't use those resources if they didn't.

- Updates – Finance Director Rousseau

Mr. Leclair reported the COLA increase is set for 7.95% based on the increase in Social Security of 8.7% and the CPI, average of those two numbers. Last year the COLA increase was 5.25%.

Finance Director Rousseau noted the Town of Greenfield uses another method, attrition, so they are at 5%. Mr. Leclair noted COLA is calculated with Social Security and CPI which is why Greenfield is calling it something else.

### **Other Business:**

Mr. Villeneuve reported the School Budget is expected to be up three (3%) percent before review. Mr. Leclair calculated approximately \$450,000.

Mrs. Linxweiler asked the major factors and he noted health insurance premium increases, transportation, energy and negotiating the teacher contracts. He noted the teachers have not received COLA increases like other Town employees and AVS doesn't pay as much as other towns. For example a first year hire under the previous contract would be paid \$38,000. The teachers have been underpaid for the last ten years while AVS has focused on renovation of the building and keeping taxes low to pay for it. He noted the teacher contracts are the School Board's top priority. Mr. Leclair noted the challenge is fixing the bottom of the scale without disrupting the entire scale, and the top which is where 29 of 55 are at the top of the STEP increase scale which doesn't move.

Mr. Carpenter asked about the proposal for a full-time officer and if that was included in the proposed \$450,000 increase. Mr. Villeneuve responded that he didn't know if it was included in the proposed budget. He noted the bus contract is the biggest unknown and there are problems with no drivers. He notes sports teams are going by motor coach and billing the charge to the bus company. He noted a School Resource Officer would have other responsibilities than dealing with unwanted visitors and will deal with at risk students and it is being figured out where the SRO would work out of and teach and may be able to help with getting kids moving.

**Next Meeting: Thursday, October 27, 2022 7:00 PM**

### **Adjourn**

***Mrs. Marzloff moved to adjourn the meeting at 7:47 PM, seconded by Mr. Villeneuve. 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.*