

**Auburn Budget Committee Meeting
October 27, 2022
Auburn Town Hall
Meeting Room
Minutes
7:00 PM**

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

Others Present: Jim Thompson, Ron Poltak, Finance Director Patricia Rousseau, Town Administrator Chris Sterndale, and Nancy Hoiyer, Recording Secretary

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

Approval of Meeting Minutes

- October 20, 2022

Mrs. Marzloff recommended edits.

Mr. Downing motioned to approve the October 20, 2022 minutes as amended. Mrs. Linxweiler seconded the motion. A vote was taken, Mrs. Baker and Mr. Wesche abstained. The motion passed 6-0-2.

Budget Presentations

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

- Cemetery – Jim Thompson

Mr. Thompson presented the proposed FY 2023 budget for Cemetery in the amount of \$35,500 which is an eight percent decrease from last year.

Mr. Carpenter asked about projects planned for next year and Mr. Thompson indicated tree pruning and removal. Many projects were able to be done this year through ARPA funding.

Mr. Wesche motioned to approve the FY 2023 Cemetery budget in the amount of \$35,500. Mrs. Marzloff seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

- Planning & Zoning – Ron Poltak

Mrs. Marzloff recused herself and sat with the public.

Mr. Poltak presented the proposed FY 2023 Planning & Zoning budget in the amount of \$31,650 which is a ten percent decrease from last year.

Mr. Poltak noted the budget represents the fixed costs to operate Planning & ZBA on an annual basis. The fluctuation is in the Master Plan & Regulatory Updates line which is lower. \$4,500 will be spent due to mandated changes by the legislature's most recent session which will require some regulations to be amended.

Mr. Leclair asked about updating the CIP. He noted Mr. Poltak got a quote from Stantec for just under \$10,000 and the Board could update it on its own, leaning on Department Heads and getting their requests.

Mr. Wesche motioned to approve the FY 2023 Planning & Zoning Board of Adjustment budget in the amount of \$31,650. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed 7-0-0.

- Conservation – Jeff Porter

Mrs. Marzloff rejoined the meeting.

Mr. Porter was not present. The proposed FY 2023 budget for Conservation was presented in the amount of \$3,851 which is a four percent decrease from last year.

Mr. Poltak noted the biggest expenditure was the ground water protection study to inventory wells and their yields and identify aquifers that are important in a community sense. There are three major aquifers in Town, two of which are protected on Water Works property. The remaining will need some regulatory protection for above ground influencers such as gas stations and contaminants. Phases One and Two are finished. In a couple of months there should be a first draft of the groundwater protection ordinance to go to Warrant Article in March of 2023.

Mr. Leclair motioned to approve the FY 2023 Conservation budget in the amount of \$3,851. Mr. Wesche seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.

- General Government Updates – Patricia Rousseau

- Bank Charges & Fees

Finance Director Rousseau presented the proposed AMENDED FY 2023 budget for General Government Bank Charges & Fees in the amount of \$250.00 which is a \$150 increase.

Mrs. Marzloff motioned to approve the FY 2023 amended budget for General Government Bank Charges & Fees in the amount of \$250. Mrs.

Linxweiler seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.

- Software

Finance Director Rousseau presented the proposed AMENDED FY 2023 budget for General Government Software in the amount of \$48,000 which is a \$2,000 decrease.

Ms. Rousseau indicated the Building Inspector will not be using the Building Permit portion of Avitar which reduced the Avitar contract portion of the line to \$6,000.

Mrs. Linxweiler motioned to approve the FY 2023 amended budget for General Government Software in the amount of \$48,000. Mr. Downing seconded the motion. A vote was taken, all were in favor, the motion passed 8-0-0.

Other Business:

Finance Director Rousseau noted that she circulated a revised meeting schedule by email. The Police Department will present their budget at the next meeting and Highway and Parks & Recreation will present theirs on the 17th at 6:00 PM before the School presents theirs at 6:30 PM. Parks & Recreation will present their budget to the Selectmen on November 7th. She noted she has broken out the Severance School budget to show utility and internet costs, etc.

Next Meeting: Thursday, November 10, 2022 7:00 PM

Adjourn

Mr. Carpenter moved to adjourn the meeting at 7:18 PM, seconded by Mr. Wesche. 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.