

**Town of Auburn  
Board of Selectmen  
Town Hall  
October 24, 2022  
7:00 PM**

**( ) Call to Order – Pledge of Allegiance**

**( ) Public Comments**

**( ) Appointments with the Board**

**( ) Approval: Payroll Manifest - Week of October 24, 2022 - \$  
Approval: Consent Agenda - Week of October 24, 2022**

**( ) New Business**

- ❖ Manchester Water Works
- ❖ Fire Department: Monthly Report, New Hire

**( ) FY 2023 Town Budget**

- ❖ Cemetery - Jim Thompson
- ❖ Planning & Zoning - Ron Poltak
- ❖ Conservation - Jeff Porter
- ❖ General Gov (Bank Charges & Fees/Software) / Update – Patricia Rousseau

**( ) Old Business**

**( ) Committee Reports**

**( ) Next Meeting**

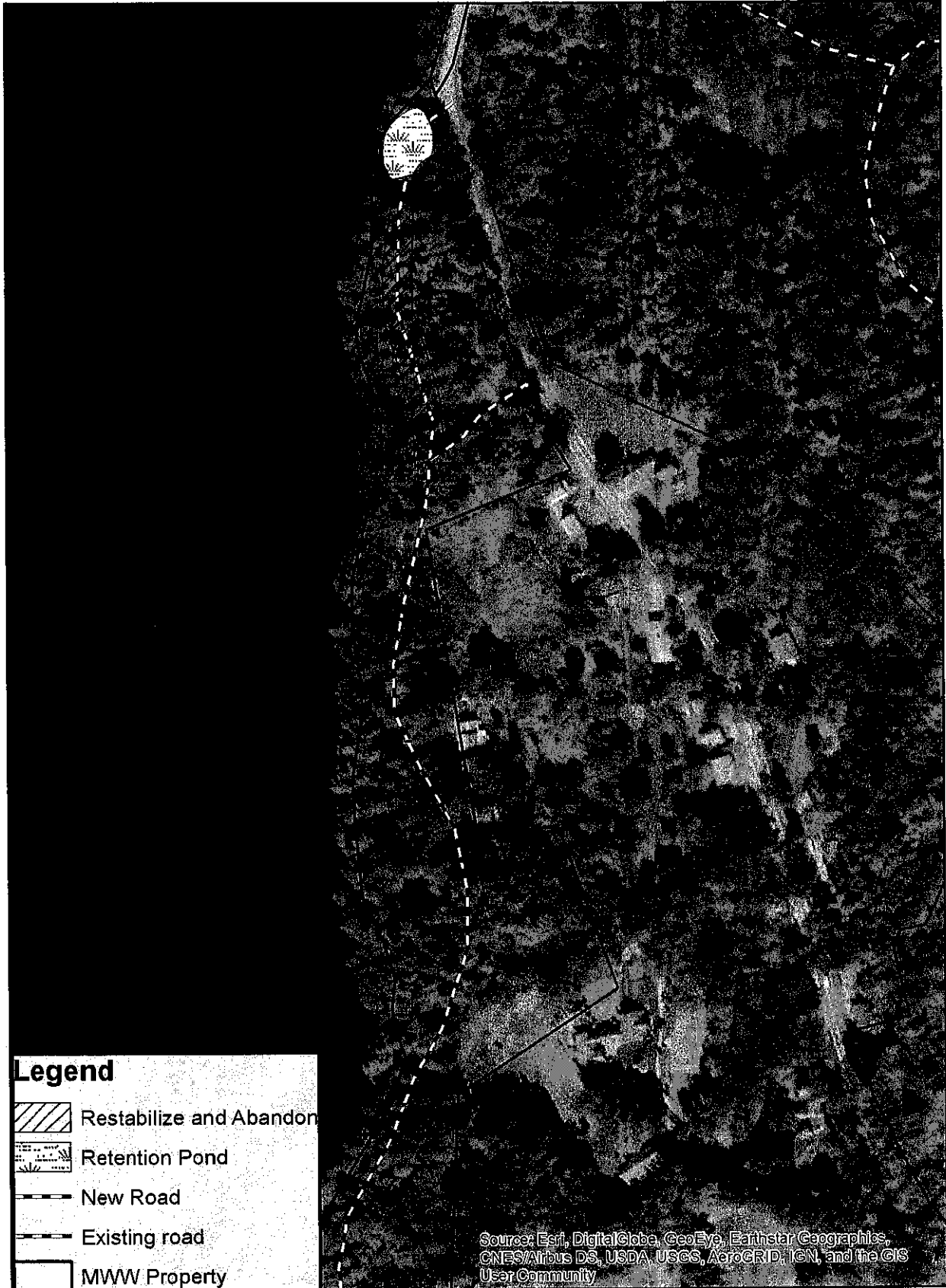
- ❖ Monday November 7, 2022 - Board of Selectmen Meeting - 7 PM
- ❖ Monday November 14, 2022 - Board of Selectmen Meeting - 7 PM
- ❖ Monday November 28, 2022 - Board of Selectmen Meeting - 7 PM

**( ) Minutes: Board of Selectmen Minutes - October 17, 2022**

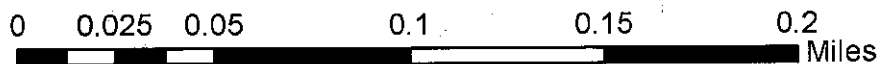
**( ) Adjourn**

*Note: "Any person with a disability who wishes to attend this public meeting and needs to be provided reasonable accommodations in order to participate, please contact the Board of Selectmen's Secretary at (603) 483-5052 x 111, so that arrangements can be made."*

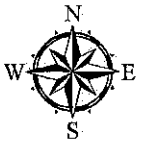
# Mountain Grove Project Proposed Stormwater Treatment



1 inch = 250 feet

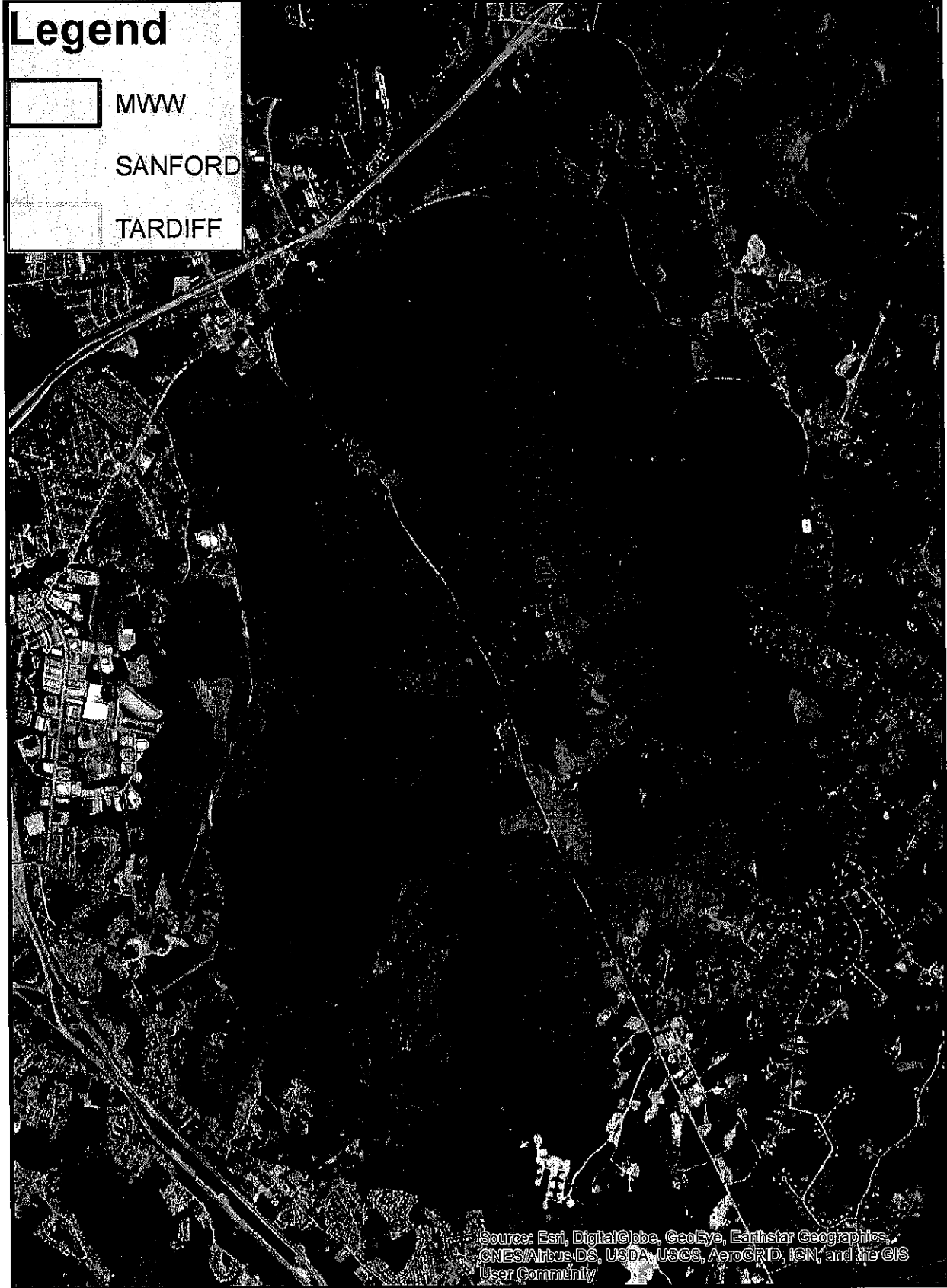


# Mountain Grove Project



**Legend**

	MWW
	SANFORD
	TARDIFF



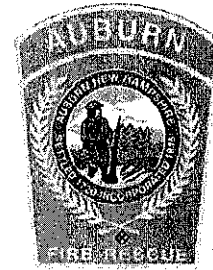
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

1 inch = 3,333 feet



# TOWN OF AUBURN, NEW HAMPSHIRE

Fire Department  
55 Eaton Hill Road  
Auburn, NH 03032  
(603) 483-8141



Fire Chief Michael Williams

Deputy Fire Chief Robert Selinga

## Auburn Fire-Rescue Department Monthly Report September 2022

The Auburn Fire Rescue Department responded to 49 incidents for the month, incident responses are broken down as listed below. **Auburn Fire had 6 Re-tone in the month of September for emergency responses, see attached report.**

I would like to thank all AFD members who assisted again at this year's Duck race. Great Job!

Building Fire:	0
Vehicle/equipment Fires:	0
Brush:	0
Fires, all other:	0
Alarm Call no fire:	4
Hazardous Conditions:	3
EMS:	24
Service calls:	11
Good intent calls:	7
<b>Total:</b>	<b>49</b>

### Fire Chiefs Report

- Attended the selectmen's meeting to review my monthly Fire Department report.
- I Hosted the Bimonthly Fire Officers meeting.
- Submitted the monthly call firefighter payroll.
- Submitted per diem and fulltime firefighter payroll.
- Monthly NHIFRS reports were exported to the State of N.H.
- Monthly EMS training was EMS in the Hot zone, Fire training was red alert.
- We hired 2 new call firefighters, Mitchell Young and Tim LaFortune.
- All vehicles passed their NH state vehicle inspections.
- AFD Members assisted with the annual duck race.
- AFD Members attended a 911 event put on by the MYC

- I Attended 2023 budget meetings with the Selectmen and budget committees.
- The Tanker 1 pump rebuild is ongoing.
- The Fire Officers Completed new call firefighter interviews.
- Ladder 1 was sent to Greenwood fire apparatus for repairs required from the annual ladder test.
- The Station 2 siding project was completed.
- The new boiler was installed here @ the safety Complex.
- I continually meet with the Fire officers and Department members as needed and required.
- Responded to emergencies and meetings as needed and required.

#### **Fire Prevention Report**

- 3 Annual life safety inspections completed.
- 1 Oil burner inspections completed.
- 0 Fire separation inspection completed.
- 0 Residential fire sprinkler inspection completed.
- 0 Wood stove inspection completed.
- 1 Oil tank inspection completed.
- 0 Fireworks inspection completed.
- 0 Pellet stove inspection completed.
- 0 Foster care inspection completed.
- 0 Place of assembly permits issued.
- 1 Childcare inspection
- 1 Chimney inspections
- 1 sets of Plans reviewed on proposed projects around Town.
- 2 Fire prevention presentations to the school and or daycares.

#### **Deputy Fire Chief Bob Selinga**

- Assists with checking members off on fire apparatus as driver/operators.
- Responds to emergencies as requested.
- Coordinates and fills per diem weekend coverage shifts.
- Assists the Fire Chief with many departments related issues.

#### **Fulltime Day Crew**

- Completed daily vehicle checks.
- Completed daily station chores.
- Responds to emergencies as requested, see report.
- Assisted with fire and EMS training for our new members.
- Assisted with State inspections of all vehicles.
- Working on annual cistern inspections.
- Assisted C1 with fire Inspections as needed.

### **Captain Pat Glennon (Facilities)**

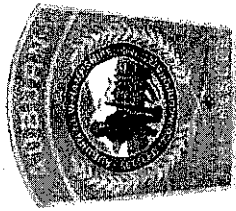
- Responds to emergencies as requested.
- Coordinate's vehicle maintenance issues for repairs.
- Coordinates Safety Complex and Station 2 building repairs.
- Orders Fire Station daily supplies.
- Scheduled Ladder 1 for the aerial ladder repairs.
- Assisted with the Station 2 siding project.
- Coordinating the annual state vehicle inspections

### **Captain Matt Barsaleau (Training)**

- Responds to emergencies as requested.
- Coordinates all AFD training. This month's Fire training was red alert, EMS was hot zone EMS.
- Issued PPE as needed and requested.

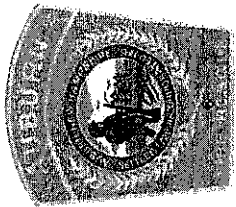
### **Lieutenant's Dignard, Sullivan & Mozer Reports**

- All Lieutenant Respond to emergencies as requested.
- All Lieutenant's continually work with their new crew members on initial training requirements.
- Lt. Dignard is working on saw maintenance.
- Lt. Dignard order new nozzles
- Lt. Sullivan orders EMS supplies.
- Lt. Sullivan is working with new personnel on EMS licensing.
- Lt. Mozer coordinates all SCBA maintenance and repairs.



# Auburn Fire September 2022 Statistics

Calls by Day of the Week		Sept. 2022		Sept. 2022		Sept. 2022		Sept. 2022		Sept. 2022		Sept. 2022		Sept. 2022	
Day	Count	Simultaneous Incidents	Occurrences	Total	Simultaneous Incidents	Retained Calls	Inc. Number	Date	Mutual Aid Given	Mutual Aid Received	Time of Day	Count	EMD Call Code	Sept 2022	Grand Total
Monday	4	0	0	0	0	2	455	09/02	Bedford	Candia	00:00 - 00:59	1		1	
Tuesday	8	0	0	0	0	2	460	09/04	Candia	Chester	01:00 - 01:59	2		2	
Wednesday	8	0	0	0	0	2	460	09/04	Chester	Deerfield	02:00 - 02:59	1		1	
Thursday	10	0	0	0	0	2	460	09/04	Deerfield	Derry	03:00 - 03:59	1		1	
Friday	9	4	4	4	4	2	483	09/20	Derry	Hampstead	04:00 - 04:59	1		1	
Saturday	3	3	3	3	3	2	494	09/27	Hampstead	Hooksett	05:00 - 05:59	1		1	
Sunday	7	7	7	7	7	2	496	09/27	Hooksett	Hudson	06:00 - 06:59	1		1	
<b>Total</b>	<b>49</b>	<b>49</b>	<b>49</b>	<b>49</b>	<b>49</b>	<b>2</b>	<b>496</b>		<b>Total</b>	<b>Total</b>	<b>Total Alarms</b>	<b>49</b>	<b>ALPHA</b>	<b>5</b>	<b>26</b>
<b>Fire / EMS Calls for Sept. 2022</b>															
Fire / EMS Calls for Sept. 2022	26	26	26	26	26	2	496		Salem	Sandown	16:00 - 16:59	4	EMD Call Code	Sept 2022	Grand Total
EMS Calls for Service	23	23	23	23	23	2	496		Sandown	Windham	17:00 - 17:59	4		4	
Fire Calls for Service	49	49	49	49	49	2	496		Windham	Raymond	18:00 - 18:59	3		3	
Total Calls For Service	49	49	49	49	49	2	496		Raymond	Total	19:00 - 19:59	3		3	
<b>Calls by Response Area</b>															
Grid AFD1	15	15	15	15	15	2	496		Salem	Sandown	20:00 - 20:59	2		2	
Grid AFD2	4	4	4	4	4	2	496		Sandown	Windham	21:00 - 21:59	1		1	
Grid AFD3	6	6	6	6	6	2	496		Windham	Raymond	22:00 - 22:59	3		3	
Grid AFD4	14	14	14	14	14	2	496		Raymond	Total	23:00 - 23:59	1		1	
Grid AFD5	3	3	3	3	3	2	496		Total	ALPHA	Total Alarms	49		49	
Grid AFD6	1	1	1	1	1	2	496		ALPHA	BRAVO		2		2	
Mutual Aid Given	6	6	6	6	6	2	496		BRAVO	CHARLIE		1		1	
Total	49	49	49	49	49	2	496		CHARLIE	DELTA		3		3	
									DELTA	ECHO		5		5	
									ECHO	NONE		0		0	
									NONE	OMEGA		6		6	
									OMEGA	Grand		0		0	
									Grand	Total		26		26	



# Auburn Fire Q3 2022 Statistics

Calls by Day of the Week		Fire and Rescue Responses by Type				Mutual Aid Given		Mutual Aid Received		Time of Day		Count
	Q3 2022	Q3 2022										
Monday	27	Building Fire	0			Bedford	1	Candia	5	00:00 - 00:59	3	
Tuesday	35	Vehicle/ Heavy Equipment Fire	0			Candia	7	Chester	23	01:00 - 01:59	3	
Wednesday	23	Brush	0			Chester	18	Deerfield	0	02:00 - 02:59	2	
Thursday	21	Fires, other types	3			Deerfield	1	Derry	5	03:00 - 03:59	4	
Friday	26	Alarm call no fire	23			Derry	2	Hampstead	0	04:00 - 04:59	3	
Saturday	20	Hazardous Condition	11			Hampstead	0	Hooksett	3	05:00 - 05:59	2	
Sunday	28	Good Intent	31			Hooksett	2	Hudson	0	06:00 - 06:59	4	
Total	180	Service Call	31			Hudson	0	Litchfield	0	07:00 - 07:59	4	
		Emergency Medical Services	81			Litchfield	0	Londonderry	1	08:00 - 08:59	8	
		Total Responses	180			Londonderry	3	Manchester	1	09:00 - 09:59	5	
		Simultaneous Incidents		Simultaneous Incidents		Manchester	2	Northwood	1	10:00 - 10:59	12	
		Single Call	157	Total	157	Northwood	1	Pelham	0	11:00 - 11:59	7	
		Two Calls		Occurrences	157	Pelham	0	Raymond	0	12:00 - 12:59	14	
		Simultaneously	10	Total	157	Raymond	0	Total	35	13:00 - 13:59	16	
		Three Calls		Simultaneous Incidents	180	Salem	0	EMD Call		14:00 - 14:59	11	
		Simultaneously	1	Simultaneous Incidents	180	Sandown	1	Code	Q3 2022	15:00 - 15:59	9	
		Four Calls		N/A	180	Windham	0	ALPHA	14	16:00 - 16:59	12	
		Simultaneously	0		180	Total	38	BRAVO	9	17:00 - 17:59	13	
		Five or More Calls			180	Number Retoned Calls				18:00 - 18:59	13	
		Simultaneously	0		180	July	1			19:00 - 19:59	10	
		Totals			180	Aug	2			20:00 - 20:59	7	
		Q3 2022			180	Sept	6			21:00 - 21:59	7	
		Grid AFD1	36		180	Total	13			22:00 - 22:59	6	
		Grid AFD2	17		180					23:00 - 23:59	5	
		Grid AFD3	30		180					Total Alarms	180	
		Grid AFD4	44		180							
		Grid AFD5	14		180							
		Grid AFD 101	1		180							
		Mutual Aid Given	38		180							
		Total	180		180							





## TOWN OF AUBURN, NEW HAMPSHIRE

Fire Department  
55 Eaton Hill Road  
Auburn, NH 03032  
(603) 483-8141



*Fire Chief Michael Williams*

*Deputy Fire Chief Robert Selinga*

September 26, 2022

Timothy LaFortune

[REDACTED]  
[REDACTED]

Hello Tim,

This letter serves as official notice that you have been hired as a probationary member of the Auburn Fire Rescue Department with an official start date of September 26, 2022

You have been hired as a Firefighter/EMT.

You will perform the duties as assigned in your applicable job description and as assigned by an Auburn Fire Department Fire Officer. You will be required to complete a 3-month probationary period with a probationary manual to complete during this time.

You will be compensated at a rate of \$14.00 Per hour for emergency incident responses and training.

Please let me know if there is anything I can do to assist you through your probation.

Thank you

Michael Williams

Chief of Department

# 2023 PROPOSED CEMETERY TOWN OF AUBURN

General Fund	1	2	3	4	5	6	7	8	9
	As of Year End	As of Year End	As of December	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2019	2020	2021	2022	2022	Request	22/23	Approved	Approved
						2023		2023	2023
	As of Year End	As of Year End	As of December	As of December	As of December				
<b>Cemeteries</b>									
1 01-4195-3-380-0 Cemetery Mowing	12,306.25	11,406.00	11,245.00	14,440.00	7,390.00	15,500.00	7%		
Narrative for Column # 6									
UP \$1,050									
2 01-4195-3-380-1 Cemetery Fertilization	10,009.50	9,406.00	10,384.50	11,000.00	7,566.50	11,000.00			
Narrative for Column # 6									
NO CHANGE									
3 01-4195-3-388-0 Cemetery Property Maintenance	6,031.97	2,150.00	6,350.00	10,000.00	3,790.00	6,000.00	-40%		
Narrative for Column # 6									
DOWN \$4,000									
4 01-4195-3-390-0 Cemetery Mapping	747.50	1,259.50	685.00	1,200.00	0.00	1,200.00			
Narrative for Column # 6									
NO CHANGE									
5 01-4195-5-550-1 Robie Cemetery	1,150.00	2,040.50	0.00	0.00	0.00	0.00			
Narrative for Column # 6									
6 01-4195-5-550-2 Longmeadow Cemetery	0.00	19,000.00	0.00	0.00	0.00	0.00			
Narrative for Column # 6									
7 01-4195-5-660-0 Cemetery Supplies	29.96	577.52	481.18	800.00	316.07	800.00			
Narrative for Column # 6									
NO CHANGE									
8 01-4195-5-690-0 Cemetery Miscellaneous	0.00	0.00	117.06	300.00	0.00	300.00			
Narrative for Column # 6									
NO CHANGE									
9 01-4195-5-720-0 Cemetery Mileage	481.98	268.29	120.96	500.00	0.00	500.00			
Narrative for Column # 6									
NO CHANGE									
10 01-4195-6-645-0 Cemetery Dues & Membership	210.00	60.00	0.00	200.00	150.00	200.00			
Narrative for Column # 6									
NO CHANGE									
<b>Cemeteries Total</b>	<b>30,967.16</b>	<b>46,167.81</b>	<b>29,383.70</b>	<b>38,440.00</b>	<b>19,212.57</b>	<b>35,500.00</b>	<b>-8%</b>	<b>0.00</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>30,967.16</b>	<b>46,167.81</b>	<b>29,383.70</b>	<b>38,440.00</b>	<b>19,212.57</b>	<b>35,500.00</b>	<b>-8%</b>	<b>0.00</b>	<b>0.00</b>

# 2023 PROPOSED PLANNING & ZONING TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2019	2020	2021	2022	2022	Request	22/23	2023	Approved
	As of Year End	As of Year End	As of December	As of December	As of December	2023	2023	2023	2023
<b>Planning &amp; Zoning</b>									
1 01-4191-2-250-1 PIZ Mileage	426.88	138.00	169.80	500.00	503.46	500.00			
Narrative for Column # 6									
NO CHANGE									
2 01-4191-3-320-1 PIZ Engineering Services	0.00	990.43	933.00	4,000.00	0.00	4,000.00			
Narrative for Column # 6									
NO CHANGE									
3 01-4191-3-350-1 PIZ Legal Expenditures	4,962.00	19,813.00	12,935.38	16,000.00	6,301.50	16,000.00			
Narrative for Column # 6									
NO CHANGE									
4 01-4191-3-390-1 PIZ Maps	0.00	0.00	0.00	650.00	0.00	650.00			
Narrative for Column # 6									
NO CHANGE									
5 01-4191-3-390-2 Master Plan & Regulatory Updates	9,163.50	3,219.00	8,455.00	8,000.00	0.00	4,500.00	-44%		
Narrative for Column # 6									
DOWN \$3,500									
6 01-4191-3-390-3 PIZ Recording Fees	0.00	0.00	0.00	250.00	0.00	250.00			
Narrative for Column # 6									
NO CHANGE									
7 01-4191-6-620-1 PIZ Printing	0.00	471.00	0.00	1,000.00	0.00	1,000.00			
Narrative for Column # 6									
NO CHANGE									
8 01-4191-6-645-0 PIZ Dues, Workshops, Seminars	125.00	50.00	50.00	1,200.00	50.00	1,200.00			
Narrative for Column # 6									
NO CHANGE									
9 01-4191-6-650-1 PIZ Books	174.50	185.25	194.70	500.00	195.00	500.00			
Narrative for Column # 6									
NO CHANGE									
10 01-4191-6-670-1 PIZ Printed Forms & Supplies	0.00	0.00	0.00	50.00	0.00	50.00			
Narrative for Column # 6									
NO CHANGE									
11 01-4191-6-680-1 PIZ Legal Ads	4,180.30	2,425.80	3,421.00	3,000.00	1,866.00	3,000.00			
Narrative for Column # 6									
NO CHANGE									
<b>Grand Total:</b>	<b>19,032.18</b>	<b>27,292.48</b>	<b>26,158.88</b>	<b>35,150.00</b>	<b>8,915.96</b>	<b>31,650.00</b>	<b>-10%</b>	<b>0.00</b>	<b>0.00</b>

# 2023 PROPOSED CONSERVATION ADMINISTRATION TOWN OF AUBURN

		1	2	3	4	5	6	7	8	9
		As of Year End	As of Year End	As of December	As of December	As of December	Request	% Chg	BOS	Budget Comm
		2019	2020	2021	2022	2022	2023	22/23	Approved	Approved
						Expanded YTD	Dept/Comm		2023	2023
<b>General Fund</b>										
<b>Conservation Administration</b>										
1 01-4611-3-390-0	Conservation Professional Services	0.00	320.00	1,874.50	1,950.00	0.00	1,950.00			
	Narrative for Column # 6									
	NO CHANGE									
2 01-4611-3-390-2	Conservation Maps & Supplies	195.40	0.00	0.00	1,349.00	0.00	1,300.00	-4%		
	Narrative for Column # 6									
	DOWN \$49									
3 01-4611-6-645-1	Conservation Education	0.00	0.00	0.00	300.00	202.90	200.00	-33%		
	Narrative for Column # 6									
	DOWN \$100									
4 01-4611-6-645-2	Conservation Dues & Memberships	350.00	700.00	375.00	400.00	375.00	400.00			
	Narrative for Column # 6									
	NO CHANGE									
5 01-4611-6-660-1	Conservation Natural Resource Inventory	0.00	0.00	0.00	1.00	0.00	1.00			
	Narrative for Column # 6									
	NO CHANGE									
<b>Grand Total:</b>		<b>545.40</b>	<b>1,020.00</b>	<b>2,249.50</b>	<b>4,000.00</b>	<b>577.90</b>	<b>3,851.00</b>	<b>-4%</b>	<b>0.00</b>	<b>0.00</b>

2023 PROPOSED GENERAL GOVERNMENT  
TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	Expended	Expended	Expended	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2019	2020	2021	2022	2022	Request	22/23	Approved	Approved
	As of Year End	As of Year End	As of December	As of December	As of December	2023		2023	2023
General Fund									
General Government									
1 01-4195-3-340-1	46,764.38	35,628.01	47,481.94	48,352.00	44,038.51	50,000.00	3%	50,000.00	50,000.00
Narrative for Column # 6									
UP \$1,644									
INTERWARE \$5,900									
HARRIS \$15,350									
AVITAR \$8,000									
CIVIC \$2,200									
PRECISION \$1,250									
ANS EQUIPMENT / SUPPORT \$7,740 BACKUP \$5,390 EMAIL MONITORING \$2,580									
MISC \$1,590									
General Government Total	46,764.38	35,628.01	47,481.94	48,352.00	44,038.51	50,000.00	3%	50,000.00	50,000.00
Grand Total:	46,764.38	35,628.01	47,481.94	48,352.00	44,038.51	50,000.00	3%	50,000.00	50,000.00

# 2023 PROPOSED GENERAL GOVERNMENT TOWN OF AUBURN

	1	2	3	4	5	6	7	8	9
	As of Year End	As of Year End	As of December	Budgeted	Expended YTD	Dept/Comm	% Chg	BOS	Budget Comm
	2019	2020	2021	2022	2022	Request	22/23	Approved	Approved
						2023		2023	2023
	As of Year End	As of Year End	As of December	As of December	As of December				

**General Fund**

**General Government**

1 01-4199-5-410-1 Bank Charges/Fees

Narrative for Column # 6

DOWN \$50

**General Government Total**

**Grand Total:**

0.00	0.00	0.00	0.00	150.00	150.00	100.00	-33%	100.00	100.00
0.00	0.00	0.00	150.00	150.00	100.00	100.00	-33%	100.00	100.00
0.00	0.00	0.00	150.00	150.00	100.00	100.00	-33%	100.00	100.00