Town of Auburn
Board of Selectmen
Stritch Meeting Room
Town Hall
August 3, 2026
7 PM
Approved Minutes

Selectmen Present: Keith Leclair, and Tom Carroll

Others Present: Library Trustees: Nancy Mayland, Elizabeth Michaud and Cindy Berling, Mike DiPietro, Carol Peterson, Herb Tardiff, Michelle Dressler, Gary Domourad, Town Administrator Chris Sterndale, and Nancy Hoijer, Recording Secretary

I. Call to Order

Mr. Leclair called the meeting to order at 7 PM and led the Pledge of Allegiance.

II. Public Comments

III. Appointments with the Board

A. Library Trustees

The Board reviewed the letter from SMP which included a project understanding, anticipated scope of services and schedule for Griffin Free Public Library to refine their space needs and develop a cost-effective design. The Board reviewed the charges from SMP for the services of $24,925.

Nancy Mayland presented the proposed plan for the existing library building and proposed addition. She noted they cut 2,600 SF from the design submitted to the voters in March. She pointed out the connection hallway, entrance and access areas for users. The meeting room would hold 4-50 people in the existing building. There would be a smaller meeting room and storage. The front of the existing building would in the spirit of Sebastian's legacy be a museum and hold the shelves of New England books. There would be 26 parking spaces. Mrs. Mayland envisioned an outside seating area with patio and retaining wall. There would be two boilers.

Mr. Tardiff asked the total new SF including the existing building and she indicated 7,380 SF including the existing approximately 2,000 SF building, so 5,000 new SF of addition. Ms. Michaud noted the renovations of the existing building would be included in the $4.9 million dollar cost. Mrs. Mayland noted the foundation would be brought up to match the level of the circulation desk.

Mr. Leclair asked if they had a breakdown of the renovation costs and noted two boilers would require more maintenance and cost for two systems. Mr. Sterndale asked about site plan work and septic. Mr. Domourad asked if the cost included electricity and plumbing.

Mr. Leclair cautioned that he would like to see place holders for repair of the existing building so that funds are not being asked for maintenance in the next five to 10 years. Mr. Carroll agreed.

Mr. Leclair asked the Trustees to be mindful of using contractors for repairs that customarily do high-end work like BPS.

Mr. Leclair asked about FFE (furniture, fixtures and equipment) and Mrs. Mayland indicated they would use grants and donations, and are still raising money.

Mr. Tardiff asked if the addition would be one story and how future expansion would take place. Mrs. Mayland indicated that one-story was preferable due to the weight and elevator requirements. She showed on the plan where future expansion could be.

Ms. Dressler asked the Board what number they would be comfortable with, and Mr. Carroll indicated the Board needs a more precise scope of the proposal.

Mr. Sterndale noted the Trustees are asking to expend $25,000 to get to that next step. The balance of funds from the warrant article is $75,000.

Mr. Carroll motioned to approve the invoice from SMP for $24,925 to come from the library expansion and community center capital reserve fund. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Ms. Dressler asked the Board for advice on public support and marketing and Mr. Leclair indicated that it is important to get support from as many people as possible, for example the principal at the school, parent conference night, etc.

Mr. DiPietro asked about a solid number for renovating the existing building and Ms. Michaud indicated they are reaching out to the NH Preservation Alliance.

IV. Consent Agenda

Mr. Leclair read out loud and offered for inspection the Consent Agenda dated August 3, 2026 consisting of a reappointment for the Southern NH Planning Commission.

Mr. Carroll motioned to approve the Consent Agenda dated August 3, 2026. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

V. New Business

A. Q2 Budget review

Town Administrator Sterndale provided the Board with a Quarter 2 Budget check-in including expense reports for the first half of 2026. He noted departments are fully staffed. He noted areas which would impact the budget such as health insurance, and winter costs for storms and heat. He reviewed revenue from the police department’s 287g agreement and Griffin Mill Bridge, and the fire department’s overnight coverage stipend.

Mr. Sterndale indicated the first budget meeting for next year’s budget would be on September 25th.

B. Dartmouth Drive

Mr. Sterndale indicated that the parcel on Dartmouth Drive was purchased and the buyer plans to spend seven years excavating and processing materials and trucking them out and then developing a commercial or industrial site. The owners are working with Stantec and the Planning Board. The Planning Board will ask for a bond for repairs and repaving from Dartmouth Drive to the traffic circle as a condition of approval.

VI. Old Business

A. Town Hall Siding

Town Administrator Sterndale reported that lead analysis was added to the proposals for siding estimates and he will let the Board know what if any effect on pricing.

B. Roadside Mowing

Mr. Sterndale reported that roadside mowing is going well with focus on main roads right now and clearing the debris off the road.

Mr. Tardiff asked about state roads and Mr. Sterndale indicated that is in the purview of the state but if he knows of any specific spots to let him know and he will pass that information on.

VII. Committee Reports

Mr. Carroll reported that Parks & Recreation will meet and continue discussing the proposed budget.

VIII. Town Administrator Updates

Town Administrator Sterndale reported the server is updated and working better than before. The air conditioning system at town hall will be repaired tomorrow.

He noted that work on Griffin Mill Bridge is proceeding slowly.

He is working with the Highway Director on plowing contractors and drivers for the coming season, including rates and insurance language.

Mr. Sterndale discussed with the Board options for community power (default) opting out and having someone come in to present before the budget season.

He reported that legislation may impact the November state election with a vote to require a school tax cap. He will ask the school representatives to come in and discuss it. He noted that the legislation changed for how default budgets are calculated and the Budget Committee should have some resources to go by to set up new methodologies to calculate the default budget.

IX. Minutes

A. July 20, 2026

Mr. Leclair motioned to approve the July 20, 2026 meeting minutes. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

B. Consideration of unsealing non-public minutes: Sept 16 & 23, 2013

Mr. Carroll motioned to unseal the non-public minutes of September 16, 2013 and September 23, 2013. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

X. NON-PUBLIC SESSION 91-A:3(II)(a),(c), (d) if needed

By Roll Call Mr. Leclair motioned to go into non-public session pursuant to 91A-3(II)(d) consideration of acquisition, sale or lease of real or personal property. Mr. Carroll seconded the motion. A roll call vote was taken, Mr. Leclair voted aye, and Mr. Carroll voted aye. The motion passed unanimously.

The meeting room was closed to the public at 8 PM.

Mr. Carroll motioned to come out of non-public session. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

The meeting room was reopened to the public at 8:17 PM.

By Roll Call Mr. Leclair motioned to seal the minutes of the non-public session. Mr. Carroll seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

XI. Adjournment

Mr. Carroll motioned to adjourn the meeting at 8:17 PM. Mr. Leclair seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted,
Nancy Hoijer, Recording Secretary