

**Town of Auburn  
Board of Selectmen  
January 23, 2017  
Town Hall  
7:00 p.m.**

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

Approval of Accounts Payable for Week of January 16<sup>th</sup>, 2017

Approval of Payroll for Week of January 23<sup>rd</sup>, 2017

Consent Agenda – as of January 23<sup>rd</sup>, 2017

**( ) Appointments with the Board**

Fire Chief Ed Gannon – Parking on Rockingham Road

**( ) New Business**

Cemetery Trustee Vacancy

Proposal for Shred Day 2017

Paving Prices for 2017

2017 Town Meeting Warrant & Budget

**( ) Old Business**

Status of PELRB Complaint

Status of Hooksett Road

**( ) Other Business**

**( ) Minutes**

- January 9<sup>th</sup>, 2017 Public Meeting

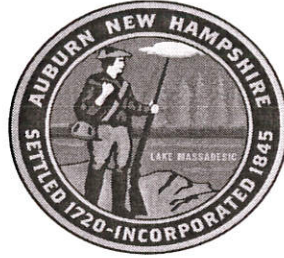
**( ) Non-Public Session**

Pursuant to RSA 91-A: 3, II (a) – Compensation of a Public Employee

*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 x100, so that arrangements can be made."*

## Town of Auburn

Town Hall  
47 Chester Road  
P.O. Box 309  
Auburn, NH 03032



## Town Administrator

William G. Herman, CPM  
Phone: (603) 483-5052 Ext. 111  
Fax: (603) 483-0518  
E-Mail:  
townadmin@townofauburnnh.com

**To:** Board of Selectmen

**From:** Bill Herman, CPM, Town Administrator

**Date:** January 19, 2017

**Re:** No Parking Zone – Rockingham Road

At several meetings of the Highway Safety Committee in 2016, the Committee considered and recommended the establishment of a No Parking "zone" on one-side of Rockingham Road in the area of the Auburn Pitts. This would be in a similar fashion to the post of No Parking on one side of Eaton Hill Road adjacent to the Auburn Village School to prevent traffic blockage and enable safe school bus activity. In July 2016, the Board of Selectmen considered the recommendation and chose not to move forward with it at that time.

On January 14, 2017, an event was held at this location that raised significant life safety concerns in the view of the Fire Chief, who is again suggesting that parking be allowed only on one side of Rockingham Road between Champagne Lane and Shea's Drive.

To affect this process, the Board of Selectmen would need to agree to post "No Parking" signs on the north side of Rockingham Road between Champagne Lane and Shea's Drive. And further, the Board should amend the Town's Parking Regulation Ordinance to support the posting of the road.

Safety concerns have consistently been raised due to parking at various events being held at the facility where vehicles parking on both sides of Rockingham Road have blocked the road to the extent that emergency vehicles such as fire trucks and ambulances would not be able to pass through on the road.

At their meeting on January 18, 2017, the Highway Safety Committee again discussed the situation and unanimously voted to recommend the Board of Selectmen post this section of Rockingham Road for No Parking on the north side of the road.

If you are in agreement with this recommendation, it would be appropriate for the Board to formally record the following vote:

*Move to accept the recommendation of the Highway Safety Committee and approve the posting of Rockingham Road between Champagne Lane and Shea's Drive for "No Parking" on the north side of the road. And further to direct the Town Administrator to schedule a public hearing for the appropriate amendment to the Town of Auburn Parking Regulations Ordinance.*

Thank you for your consideration.

Attachments

**Town of Auburn  
Highway Safety Committee  
January 18, 2017**

**Committee Members Present:** Mike Dipietro, Chairman; Sgt. Kevin Cashman, Selectman Rick Eaton and Dan Carpenter.

**Also Present:** Fire Chief Ed Gannon and Town Administrator William Herman

Mr. Dipietro called the meeting to order at 7:00 PM.

**Review Annual Report:**

Mr. Dipietro noted the Committee had a draft report for the Committee's activities in 2016 for submission for the annual Town Report. He felt it was a good presentation for the prior year's activities, but was looking for the Committee's approval. The Committee members reviewed the draft report.

**Dan Carpenter moved to approve the report as written. Seconded by Rick Eaton. A vote was taken, all were in favor, the motion carried unanimously.**

**Police Report:**

Sgt. Cashman reported there had been 15 motor vehicle accidents since the last meeting of the Highway Safety Committee in December, largely due to snow storm events. He also reported there had been 221 overall motor vehicle stops since the last meeting, 22 of which lead to various citations including one DWI and two drug related violations.

**Road Agent Report:**

Mr. Carpenter commented the stripping by the Auburn Village School on Eaton Hill Road has made a significant improvement to the traffic flow in the area. Mr. Eaton noted there had been some discussion of having hash markings added for the drop-off parking area for further highlight. He thought that might be added in the spring.

Sgt. Cashman reported there has been a few occasions, particularly following snow events, where traffic and parking by the Auburn Village School was a problem, but he felt it was due to driver inattention. He also noted that a 90-minute or two-hour delay in the start of school falls outside the posted times for one-way traffic, which can add additional confusion.

Mr. Dipietro noted the Board of Selectmen had recently been discussing issues concerning maintenance of drainage on Hooksett Road adjacent to the Exit 2 interchange, and asked if there was anything new on the issue. Rick Eaton reported there had been a meeting arranged by Senator Carson for NHDOT and the Town this week that was productive. Nothing definitive has been determined, but it is likely the Town and NHDOT will inspect the area in the spring to determine the condition of the infrastructure and then better define who has responsibility for what. He also indicated it is possible the Town and State would swap responsibilities for certain sections of Hooksett Road as a result, but those are decisions yet to be made. He indicated the Selectmen would be discussing this at their meeting on January 23<sup>rd</sup>.

### **New Business:**

Fire Chief Ed Gannon reported his concern for a significant life safety hazard that took place on the evening of January 14<sup>th</sup> with the "Burning of the Greens" event at the Auburn Pitts. The event attracted a huge crowd with vehicles parked on both sides of Rockingham Road that prevented the ability of getting fire apparatus or an ambulance in the area if they were needed. Beyond the capacity issues at the Pitts, the flames from the burning of the trees were as high as 30-feet in the area, in addition to a secondary grill being used on the wooden deck attached to the building. The Fire Chief's concern is not only the public safety concerns for the gathering at the Pitts itself, but the residents in the immediate area of Rockingham Road, Champagne Lane and Shea's Drive which are also affected.

The Chief indicated the Fire Department will be meeting with the owner of the Auburn Pitts to ensure fire standards and local ordinances for Fire Watches are met in the future. But to address the issue of vehicles on Rockingham Road, he felt it would be appropriate to post the road for no parking on the north side of Rockingham Road between Champagne Lane and Shea's Drive.

Sergeant Cashman noted the parking concerning on Rockingham Road is a fairly regular issue, particularly on Thursday and Saturday evenings. On this particular evening cited by the Fire Chief, he had initially responded to the area based on a call for shots fired. Without an ordinance or posting of the road, there is little the Police Department could do.

Mr. Dipietro and Mr. Carpenter noted the Committee has discussed this on several times in the past and had recommended the Board of Selectmen consider posting one side of the road for no parking. Mr. Eaton and Mr. Herman acknowledged that, but discussion at the Board of Selectmen meeting ultimately lead to no postings being made.

After more discussion, it was felt the Committee should again provide the Board of Selectmen with a recommendation to post Rockingham Road for no parking on the north side from a public safety standpoint.



**Dan Carpenter moved to recommend Rockingham Road be posted for no parking on the north side between Champagne Lane and Shea's Drive similar to what is in place for Eaton Hill Road adjacent to the Auburn Village School. Seconded by Rick Eaton. A vote was taken, all were in favor, the motion carried unanimously.**

Dan Carpenter noted the Town roads in general have held up well this year and there have not been many frost heaves.

**Approval of Meeting Minutes:**

***Dan Carpenter moved to approve the minutes of the November 16th, 2016 and December 21<sup>st</sup>, 2016 meetings as presented. Seconded by Kevin Cashman. A vote was taken, all were in favor, the motion carried unanimously.***

**Adjourn:**

***Dan Carpenter moved to adjourn; Kevin Cashman seconded the motion. All were in favor, the meeting was adjourned at 8:00 PM.***

## TOWN OF AUBURN PARKING REGULATIONS ORDINANCE

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SECTION 1: AUTHORITY: Pursuant to the authority granted under the New Hampshire Revised Statutes Annotated (RSA) Chapters 31:39-43; RSA 31:102; RSA 41:11; RSA 47:17; RSA 231:132-a, and other applicable statute under New Hampshire law, the following ordinance is enacted.

SECTION 2: PURPOSE: With discretion of authority, this ordinance for parking in specific places will be enforced to protect the general health, safety and welfare for the residents of the Town of Auburn and the general public. The ordinance is to utilize a system for the administrative enforcement of parking violations and collection of penalties, to be utilized prior to the service of a formal summons or complaint. This system will be administered by the police department. The system will include opportunities for persons who do not wish to contest parking violations to pay such penalties by mail. The system may also provide for a schedule of enhanced penalties the longer such penalties remain unpaid; provided however, that the penalty for any separate parking offense shall in no case exceed the maximum penalty for a violation in accordance with State Statute.

SECTION 3: DEFINITION: It shall be unlawful for any person, firm or corporation to stop, stand or park, any vehicle or cause the same to stop, stand or be parked at any time, on any roadway, intersecting roadway or highway, public or private parking lot, contrary to the provisions as set forth, within the Town of Auburn, New Hampshire. Any vehicle parked in the following locations further defined by RSA 265:68 and 265:69 shall be deemed to be in violation:

- a) On any public sidewalk
- b) On a public crosswalk
- c) In front of a public or private driveway
- d) Within thirty (30) feet of any stop or yield sign
- e) Within an intersection or within thirty (30) feet of an intersecting roadway
- f) Parked double along the roadway side of any other vehicle stopped or parked at the edge of curb of any street
- g) Upon any area of Town of Auburn property posted to prohibit parking
- h) Upon any way when the principal purpose is displaying the vehicle for sale
- i) Upon the travel portion of any roadway so as to obstruct the movement of traffic within the travel lane
- j) Upon any roadway against traffic or facing approaching traffic
- k) At any place where official signs specifically prohibit parking
- l) In any designated Fire Lane
- m) Within 15 feet of a fire hydrant or sprinkler supply head
- n) In any area designated as Handicapped Parking

## TOWN OF AUBURN PARKING REGULATIONS ORDINANCE

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SECTION 4: INCLUSIVE: This chapter and section expressly includes, but is not limited to, the following public parking areas within the bounds of the Town of Auburn:

- a) Auburn Town Hall
- b) Auburn Public Safety Complex
- c) Athletic Field adjacent to Safety Complex
- d) Auburn Fire Department – Pingree Hill Station
- e) Auburn Village School
- f) Griffin Free Public Library
- g) Wayne Eddows Recreational Fields
- h) Circle of Fun Playground
- i) Bicentennial Park
- j) Appletree Park

SECTION 5: AUBURN VILLAGE SCHOOL / EATON HILL ROAD: In consideration for the specific safety considerations associated with the school zone on Eaton Hill Road, in addition to its proximity with the Auburn Safety Complex and the need for emergency vehicles to have a clear travel path to respond to calls for service, there shall be parking allowed only on the school side of the street. It shall be unlawful for any persons, firm or corporation to park a motor vehicle at any time on the south side of Eaton Hill Road opposite the Auburn Village School and the Auburn Village Cemetery.

***SECTION 6: ROCKINGHAM ROAD: In consideration for the specific safety considerations associated with the business area on Rockingham Road and the need for emergency vehicles to have a clear travel path to respond to calls for service throughout this area, there shall be parking allowed only on the south side of the Rockingham Road between Champagne Lane and Shea's Drive. It shall be unlawful for any persons, firm or corporation to park a motor vehicle at any time on the north side of Rockingham Road between Champagne Lane and Shea's Drive.***

SECTION 6: WINTER PARKING BAN: It shall be unlawful for any persons, firm or corporation to stop, stand or park a motor vehicle at any time contrary to any of the following provisions of this Section:

Within the Town of Auburn, from November 15<sup>th</sup> to April 1<sup>st</sup>, no parking is permitted on any public street or any town-owned right of way, or in any town-owned parking lot between 12:00 midnight and 6:00 AM.

In the event of a winter snowstorm requiring snow plowing and/or removal as deemed necessary by the Auburn Road Agent, it shall be unlawful for any person, firm or corporation having custody and/or control of any vehicle to park or cause the same to

## TOWN OF AUBURN PARKING REGULATIONS ORDINANCE

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be parked within the public right of way, or on any public street or any town-owned parking lot during a snow storm.

Vehicles interfering with snow plowing or removal operations may be ticketed and/or towed at the owner's expense.

**SECTION 7: ENFORCEMENT:** The Chief of Police of the Town of Auburn or his or her duly appointed agents are hereby authorized to provide written notice of violation containing a description of the parking offense and any applicable schedule of penalties. Affixed to the vehicle at the time of offense, the notice shall be deemed adequate service of process on the vehicle owner.

If the administrative enforcement is unsuccessful at resolving the alleged parking violations, a summons may be issued as in the case of other violations of the Motor Vehicle Code, Title XXI, of the New Hampshire Revised Statutes Annotated, to include the use of the procedure for plea by mail set forth in Chapter 502-A:19b of the State Statutes.

**SECTION 8: RESPONSIBILITY:** All violations of parking restrictions and charges shall be deemed the responsibility of the registered owner of said vehicle. Such registration may be proven as set forth in RSA 261:60. Said registered owner shall be conclusively presumed to be in control of the vehicle at the time of the parking violation, and no evidence of actual control or culpability need be proven as an element of the offense in accordance with RSA 231:132-A.

**SECTION 9: PENALTIES:** All of the prohibited conduct outlined herein shall be defined as a violation under New Hampshire RSA 625:9 V, and a person found to be guilty of said violation shall be subject to the penalties of NH RSA 651:2 IV (a), or as otherwise outlined in Statute, except that optional procedures set forth in Section 9: Procedures for Payment may be used in lieu of court proceedings for any such violations.

**SECTION 10: PROCEDURES FOR PAYMENT:**

- a) The operator or owner may, within seven (7) days of the time when a notice of violation was attached to the vehicle, pay to the Town of Auburn by mail or personal appearance at the Auburn Police Department the applicable fine amount pursuant to fine schedule in Section 10 c.
- b) Failure by the owner or operator to make a payment within fourteen (14) days may result in the issuance of a summons to the owner to appear in the District Court to answer to the charges of violating the ordinance as provided in RSA 231:132-a.

# TOWN OF AUBURN PARKING REGULATIONS ORDINANCE

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## c) Administrative Enforcement of Parking Violations – Schedule of Penalties

<b>Violation</b>	<b>Fine</b>	<b>Fine after 7 Days</b>
No Parking Zone	\$20.00	\$40.00
Night Parking Prohibited	\$20.00	\$40.00
Snow Emergency	\$25.00	\$50.00
Fine Lane/Hydrant	\$50.00	\$100.00
Tow Zone	\$15.00	\$30.00
Disability Place	\$250.00	\$500.00

SECTION 11: REMOVAL: Any vehicle parked in violation of this ordinance may be ordered towed by the Auburn Police Department at the expense of the owner or custodian of said vehicle.

SECTION 12: EXCEPTIONS: Restrictions described in this chapter shall not apply when directed by a police officer for official or emergency purposes, or to emergency vehicles while on official business. The Chief of Police or his or her designee is authorized and empowered to make and enforce temporary parking regulations to cover emergencies, special conditions and special events

### **Effective Date:**

The original Parking Regulations Ordinance was adopted on November 3, 2014 and took effect on December 1, 2014.

The Ordinance was subsequently amended on September 28, 2015 to take effect on October 1, 2015. And was further amended on October 26, 2015 to take effect on November 1, 2015. **And was further amended on \_\_\_\_\_ to take effect on \_\_\_\_\_.**

Adopted by the Board of Selectmen the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
James F. Headd

\_\_\_\_\_  
Richard W. Eaton

\_\_\_\_\_  
Dale W. Phillips



TOWN OF AUBURN  
PARKING REGULATIONS ORDINANCE

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AUBURN BOARD OF SELECTMEN

Received and recorded this \_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Joanne T. Linxweiler, Town Clerk

January 20, 2017

Board of Selectmen  
P.O. Box 309  
Auburn, N. H. 03032

Dear Members:

Both Scott Norris and I agree and are asking you to appoint Mr. Donald Marzloff to fill in the recently vacated position of Cemetery Trustee. He has agreed to fill this position and expressed a willingness to work with us immediately.

Thank you for your consideration.

  
Donald Dollard, Trustee

NORTHEAST RECORD RETENTION, LLC  
180 West River Road  
Hooksett, NH 03106  
p: 603.626.6667  
f: 603.792.8693  
[www.nerecordretention.com](http://www.nerecordretention.com)



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**Cost Summary for:** Town of Auburn, NH  
Auburn, NH, 03032

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## SHRED DAY

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### **ON-SITE MOBILE SHRED:**

**Shred Day Must Start At Either 9:00 am or 10:00 am**  
***\*Minimum 3 Hours***

#### **On-Site Mobile Shred**

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**Saturday Scheduling:** \$450.00 (9am-1pm)

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**Certified Mobile & Plant Based Operations**

*By NAID – National Association for Information Destruction*





January 6, 2017

Town of Auburn  
Mike Dross  
PO Box 309  
Auburn , NH 03032

JAN - 9 2017

Dear Mike,

Once again it was a pleasure to work with you and members of your department this past paving season, we cannot thank you enough for the continued business and the trust you placed in our company. We would very much like to continue this working relationship by signing an agreement to pave for the Town of Auburn in 2017.

#### **2017 Paving Prices**

Machine pave	\$69.28 per TON for TOP
Machine pave	\$66.00 per TON for BINDER
Handwork pave	\$115.00 per TON
Burm	\$4.00 per LF
Tack	\$0.14 per SY
Flaggers	\$25.00 per HOUR
Reclaimer	\$0.78 per SY
Grader with slope control	\$0.50 per SY
Shoulder machine (no gravel)	\$1,800.00 per DAY
Sweeper (4 hr min)	\$125.00 per HOUR
Bobcat trimmer	\$100.00 per HOUR

NOTE: Pricing in place based on current NHDOT posting for liquid asphalt. Adjustment to be made if required based on NHDOT Road and Bridge Specifications.

Best Regards,

Bill Gelinis

**TOWN WARRANT  
STATE OF NEW HAMPSHIRE**

To the inhabitants of the Town of Auburn, in the County of Rockingham in said State, qualified to vote in Town affairs:

You are hereby notified that the **First Session** of the annual Town Meeting will be held in the gymnasium of the Auburn Village School in Auburn, New Hampshire, on **Saturday, February 4, 2017, at 9:00 a.m.**, for the explanation, discussion and debate of each Warrant Article, and to transact all business other than voting by official ballot. Warrant articles may be amended at this session per RSA 40:13, IV, subject to the following limitations:

- (a) Warrant Articles whose wording is prescribed by law shall not be amended.
- (b) Warrant Articles that are amended shall be placed on the official ballot for final vote on the main motion as amended.

You are hereby notified that the **Second Session** of the annual Town Meeting will be held in the gymnasium of the Auburn Village School in Auburn, New Hampshire, on **Tuesday, March 14, 2017**, beginning at **7:00 a.m.** and ending at **7:00 p.m.** to elect officers of the Town by official ballot, to vote on questions required by law to be inserted on said official ballot and to vote on all Warrant Articles as accepted or amended by the First Session.

**First:** To bring your ballots for:

- Selectman for three years
- Town Clerk for three years
- Tax Collector for three years
- Treasurer for three years
- Supervisor of the Checklist for one year
- Library Trustee for three years
- Cemetery Trustee for three years
- Trustee of the Trust Funds for three years
- Police Commission for three years
- Planning Board for three years
- Planning Board for one year

**Second:** To see if the Town will vote to adopt the following amendments to the existing Town Zoning Ordinance as proposed and recommended by the Auburn Planning Board, in conformance with NH RSA 675:1, et seq., and include the following: (The full text of the proposed regulations is posted and available for inspection at the Town Hall and on the Town of Auburn web site – [www.auburnnh.us](http://www.auburnnh.us))

**Are you in favor of the adoption of Amendment No 1 as proposed by the Auburn Planning Board for the Town of Auburn Zoning Ordinance as follows:**

**Amend Article 2.02 Definitions, Words and Terms**, by deleting current (28) Dwelling Unit, Accessory in its entirety and replace with the following language to comply with NH RSA 674:72, Accessory Dwelling Units.



(28). Dwelling Unit, Accessory:

Residential living unit that is within or attached to a single family dwelling, and that provides independent living facilities for one or more persons, including provisions for sleeping, eating, cooking and sanitation on the same parcel of land as the principal dwelling unit it accompanies.

Accessory Dwelling Units shall be permitted by Special Exception as governed under Article 14.14 of the Auburn Zoning Ordinance in all zoning districts that permit single family detached dwellings.

A Special Exception shall be required for construction and or change of occupancy for creation of an accessory dwelling unit.

The Accessory Dwelling Unit shall meet the following requirements:

- (a). An accessory dwelling unit shall have no more than two bedrooms. and shall not exceed 750 (seven hundred fifty) square feet in living area and shall be attached to a single family dwelling. Attached means sharing a common habitable space wall.
- (b). An interior door shall be provided between the principal dwelling and the accessory dwelling unit, but it shall not be required that it remain unlocked. The accessory dwelling unit shall have door with direct access to the exterior, or common space to hallway to exterior door.
- (c). The accessory dwelling unit shall have interconnecting smoke/carbon monoxide/heat detectors with the principal dwelling unit.
- (d). There shall be adequate provisions for water supply and sewage disposal for the accessory dwelling unit in accord with NH RSA 485-A:38, but separate systems shall not be required for the principal and accessory dwelling units.
- (e). An accessory dwelling unit shall meet all zoning setbacks and all applicable building codes. There shall be adequate parking to accommodate an accessory dwelling unit.
- (f). The property owner must occupy one of the dwelling units as his/her principal place of residence.
- (g). Only one accessory dwelling unit shall be permitted for any single family dwelling.
- (h). Detached Accessory Dwelling Units are not permitted.

**Amend Article 4.05 "R" Rural District**

Delete (t) Accessory Dwelling Unit from (2) Permitted Uses in R District

Add (h) Accessory Dwelling Unit to (3) Uses Permitted by Special Exception in R District

**Amend Article 4.06 "R-1, Residential-One and R-2 Residential Two Zoning District**

Delete (n) Accessory Dwelling Unit from (2) Permitted Uses in R-1 District

Add (o) Accessory Dwelling Unit to (3) Uses Permitted by Special Exception in R-1 District

Delete (s) Accessory Dwelling Unit from (4) Permitted Uses in R-2 District

Add (i) Accessory Dwelling Unit to (5) Uses Permitted by Special Exception in R-2 District

**Amend Article 4.07 C-1 Commercial One District and C-2 Commercial Two District**

Delete (u) Accessory Dwelling Unit to Commercial Establishment from (4) Uses Permitted in C-2 District

**Adjust Appendix A, Zoning Matrix of Uses and Districts Accordingly.**

**Renumber all sections as required due to amendments.**

**Are you in favor of the adoption of Amendment No 2 as proposed by the Auburn Planning Board for the Town of Auburn Zoning Ordinance as follows:**

**Amend Article 2.02 Definitions, Words and Terms,** by deleting current (3) “Agricultural Use” in its entirety and replacing with the following language:

(3) Agriculture, Farm, Farming as defined in NH RSA 21:34-a. and as may be further amended

A single family detached dwelling shall be a permitted accessory use.

- (a) Agritourism and marketing as defined under NH RSA 21:34-a (b) (5) shall require a Special Exception in accordance with Article 14.14 of the Auburn Zoning Ordinance and be subject to Site Plan Review through the Auburn Planning Board.
- (b) Farm Roadside Stand: shall remain an agricultural operation and not be considered commercial (Agritourism), provided that at least 35 percent of the product sales in dollar volume is attributable to products produced on the farm or farms of the stand owner. The floor area of the Farm Roadside Stand shall not exceed one hundred fifty (150) square feet.

**Amend Article 4.05 “R” Rural District**

Rename (a) Non-Commercial Agriculture to Agriculture in (2) Permitted Uses in R District

Delete (b) Commercial Agriculture –Forestry Only from (2) Permitted uses in R 1 District

Delete (c) Commercial Agriculture from (2) Permitted uses in R District

Rename (d) Produce Stand to Farm Roadside Stand in (2) Permitted Uses in Rural District.

Add (h) Agritourism to (3.) Uses Permitted by Special Exception

**Amend Article 4.06 “R-1, Residential-One and R-2 Residential Two Zoning District**

Delete (g) Commercial Agriculture – forestry only from (2) Permitted Uses in R-1 District

Rename (i) Non-Commercial Agriculture to Agriculture in (2) Permitted uses in R-1 District

Rename (g) Commercial Agriculture to Agritourism in (3) Uses permitted by Special Exception in R-1 District.

Rename (h) Produce Stand to Farm Roadside Stand in (3) Uses permitted by Special Exception in R-1 District

Rename (g) Non-Commercial Agriculture to Agriculture in (4) Uses Permitted in R-2 zoning District

Delete (h) Commercial Agriculture from (4) Uses Permitted in R-2 District

Rename (i) Produce Stand to Farm Roadside Stand in (4) Uses Permitted in R-2 District

Rename (a) Commercial Agriculture to Agritourism in (5) Uses Permitted by Special Exception in R-2 District.

**Amend Article 4.07 C-1 Commercial One District and C-2 Commercial Two District**

Delete (q) Commercial Agriculture from (2) uses permitted in the C-1 District

Rename (r) Produce Stand to Farm Roadside Stand in (2) Uses permitted in C-1 District

Rename (a) Commercial Agriculture to Agritourism in (3), Uses Permitted by Special Exception in C-1 District.

Rename (p) Commercial Agriculture to Agritourism in (4) Uses Permitted in C-2 District

Rename (q) Produce Stand to Farm Roadside Stand in (4) Uses Permitted in C-2 District

Rename (h)N on Commercial Agriculture to Agriculture in (5) Uses Permitted by Special Exception in C-2 District.

**Amend 4.08 “V” Village Center District**

Rename (a)(i) Commercial Agriculture to Agritourism in (3) Permitted Uses in V District.

**Amend 4.09 “I” Industrial District**

Delete Commercial Agriculture from (2) Permitted Uses in I District

**Adjust Appendix A, Zoning Matrix of Uses and Districts Accordingly.**

**ReNUMBER all sections as required due to amendments.**

**Are you in favor of the adoption of Amendment No 3 as proposed by the Auburn Planning Board for the Town of Auburn Zoning Ordinance as follows:**

**Amend Article 13.01 Building Permits Required** as authorized by NH RSA 674:51 III (d) and enact a provision authorizing the governing body to establish fees, to be charged for building permits, inspections, and for any certificate of occupancy.

**Amend Article 13.01 Building Permits Required** to read:

No building shall be erected, constructed, reconstructed, altered or repaired without a building permit issued by the Building Inspector. The Building Inspector is authorized to charge and collect for the Town, the fees for building permits, inspections and certificates of occupancy. The Auburn Board of Selectmen shall be authorized to establish a fee schedule and amend as necessary following required statutory public hearing process.

**Are you in favor of the adoption of Amendment No 4 as proposed by the Auburn Planning Board for the Town of Auburn Zoning Ordinance as follows:**

**Amend Article 13.06 In-Ground Pools** to expand pool barrier requirements to be consistent with NH State Building Code.

**Re-name Article 13.06 Swimming Pool Barrier Requirements**

**Amend Article 13.06 to read:**

All swimming pools installed within the Town of Auburn shall comply with applicable state building codes and amendments under NH RSA 155-A. All pools shall have barrier requirements in place prior to final inspection and issuance of certificate of completion.

**Third:** To see if the Town will vote to approve the cost items for year two of a three-year collective bargaining agreement which resulted from negotiations between the Auburn Board of Selectmen, the Auburn Police Commission and the Auburn Police Union, Local 216 and which represents an estimated increase of \$9,167 over FY 2016 salaries, fringe benefits and other cost items at the current staffing level for the ensuing year; and further to raise and appropriate the sum of Nine thousand one hundred and sixty-seven dollars (**\$9,167**), such sum representing the negotiated increase over 2016 salaries, fringe benefits and other cost items at the current staffing levels. **(Recommended by the Board of Selectmen) (Recommended by the Budget Committee)**

**Fourth:** To see if the Town will vote to raise and appropriate the sum of Thirty-four thousand six hundred and seventy-five dollars (**\$34,675**) to implement a mosquito control program to include the integration of various methods of reducing mosquito vector species of West Nile Virus and Eastern Equine Encephalitis. **(Recommended by the Board of Selectmen) (Not Recommended by the Budget Committee)**

**Fifth:** To see if the Town will vote to raise and appropriate the sum of Forty-two thousand dollars (**\$42,000**) to be placed into the Town Buildings Rehabilitation Capital Reserve Fund previously established. This sum to come from the unreserved fund balance (surplus) as of December 31, 2016 with no additional amount to be raised by taxation in 2017. **(Recommended by the Board of Selectmen) (Recommended by the Budget Committee)**

**Sixth:** To see if the Town will vote to raise and appropriate the sum of Thirteen thousand dollars **(\$13,000)** to be placed into the Accrued Benefits Expendable Trust Fund previously established. This sum to come from the unreserved fund balance (surplus) as of December 31, 2016 with no additional amount to be raised by taxation in 2017. **(Recommended by the Board of Selectmen) (Recommended by the Budget Committee)**

**Seventh:** To see if the Town will vote to raise and appropriate the sum of Fifteen thousand five hundred dollars **(\$15,500)** to purchase a Radar Message Sign for the Auburn Police Department; and to authorize the Board of Selectmen to accept Seven thousand seven hundred and fifty dollars **(\$7,750)** received through New Hampshire Department of Safety, Office of Highway Safety grant, with the balance of \$7,750 to be raised by taxes. **(Recommended by the Board of Selectmen) (Recommended by the Budget Committee)**

**Eighth:** To see if the Town will vote to establish a Storage Garage Capital Reserve Fund under the provisions of RSA Chapter 35 for the purpose of designing and constructing a storage garage for Town departments on the property of the Safety Complex; to raise and appropriate the sum of One hundred forty-one thousand dollars **(\$141,000)** to be placed in this fund to come from the undesignated fund balance (surplus) as of December 31, 2016, and to designate the Board of Selectmen as agents to expend. There will be no additional amount to be raised by taxation in 2017. **(Recommended by the Board of Selectmen) (Not Recommended by the Budget Committee)**

**Ninth:** To see if the Town will vote to raise and appropriate the sum of Four thousand nine hundred dollars **(\$4,900)** to be placed into the Cemetery Maintenance Expendable Trust Fund previously established. This sum to come from the unreserved fund balance (surplus) as of December 31, 2016 with no additional amount to be raised by taxation in 2017. **(Recommended by the Board of Selectmen) (Recommended by the Budget Committee)**

**Tenth:** To see if the Town will vote to adopt the provisions of RSA 72:28-b, All Veterans' Tax Credit? If adopted, the credit will be available to any resident, or the spouse or surviving spouse of any resident, who (1) served not less than 90 days on active service in the armed forces of the United States and was honorably discharged or an officer honorably separated from services and is not eligible for or receiving a credit under RSA 72:28 or RSA 72:35. If adopted, the credit granted will be \$500, the same amount as the standard or optional veterans' tax credit voted by the Town under RSA 72:28.

**Eleventh:** To see if the Town will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$5,219,573**? Should this article be defeated, the default budget shall be **\$5,199,808**, which is the same as last year with certain adjustments required by previous action of the Town of Auburn or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. NOTE: This operating budget warrant article does not include appropriations contained in any other warrant article.



**Twelfth:** To transact any other business that may legally come before the Town Meeting.

Given under our hands and seals this 23rd day of January 2017.

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James F. Headd, Chairman

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Richard W. Eaton, Selectman

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Dale W. Phillips, Selectman  
Auburn Board of Selectmen

## **TAX RATE IMPACT 2017**

(Assumes Net Assessed Valuation of \$662,335,959)

### TOWN BUDGET & WARRANT ARTICLES

<u>Article</u>	<u>Subject</u>	<u>Impact</u>
ARTICLE #3 –	AUBURN POLICE UNION CBA Approve cost items associated with collective bargaining agreement for 2017 at a cost of \$9,167	\$ 0.01
ARTICLE #4 –	MOSQUITO CONTROL PROGRAM Authorize Mosquito Control Program for 2017 at a cost of \$34,675	\$ 0.05
ARTICLE #5 –	TOWN BUILDINGS REHABILITATION CRF Appropriation of \$42,000 to the fund with the money to come from the Undesignated Fund Balance	\$ 0.00
ARTICLE #6 –	ACCRUED BENEFITS ETF Appropriation of \$13,000 to fund with the money to come from the Undesignated Fund Balance.	\$ 0.00
ARTICLE #7 –	RADAR MESSAGE SIGN Authorize purchase of replacement Radar Message Sign at \$15,500, half of which to come from a Highway Safety Grant And half (\$7,750) from taxation.	\$ 0.01
ARTICLE #8 –	STORAGE BUILDING CRF Appropriation of \$141,000 to fund the initial start-up of the Storage Building Capital Reserve Fund with the money to come from the Undesignated Fund Balance.	\$ 0.00
ARTICLE #9 –	CEMETERY MAINTENANCE ETF Appropriation of \$4,900 to the fund with the money to come from the Undesignated Fund Balance.	\$ 0.00
ARTICLE #10 –	ALL VETERANS TAX CREDIT Expand the Veterans Property Tax Credit to cover all veterans of Active service in the armed services.	\$ 0.00

<u>Article</u>	<u>Subject</u>	<u>Impact</u>
ARTICLE #11 –	OPERATING BUDGET - \$5,265,556	
	\$5,219,573 – Appropriation	
-	2,679,900 – Less: Revenues	
+	50,000 – Add: Overlay	
+	166,500 – Add: War Service Credits	
\$	2,756,173	
	Net Assessed Valuation of \$662,335,959	\$ 4.16
	DEFAULT BUDGET - \$5,199,808	
	\$5,199,808 – Appropriation	
-	2,679,900 – Less: Revenues	
+	50,000 – Add: Overlay	
+	166,500 – Add: War Service Credits	
\$	2,736,408	
	Net Assessed Valuation of \$662,335,959	\$ 4.13

FY 2017 – Total Town Tax Rate with All Articles & Proposed Budget: \$4.23

FY 2017 – Total Town Tax Rate with All Articles & Default Budget: \$4.20

FY 2016 – Total Town Tax Rate - \$4.43

#### SCHOOL DISTRICT BUDGET & WARRANT ARTICLES

<u>Article</u>	<u>Subject</u>	<u>Impact</u>
ARTICLE #2 –	AVS ADDITION/RENOVATION BOND	
	Authorize Bond of \$24,828,611 for an addition/renovation to the Auburn Village School and raise & appropriate \$620,716 for the first years interest payment.	\$ 0.94
ARTICLE #3 –	AUBURN EDUCATION ASSOCIATION CBA	
	Approve cost items associated with collective bargaining agreement for 2017-2018 at a cost of \$27,585	\$ 0.04
ARTICLE #5 –	OPERATING BUDGET - \$13,724,982	
	\$13,724,982 – Appropriation	
-	683,564 – Less: Revenues	
-	1,949,905 – Less: Net Education Grant	
-	1,596,724 – Less: Locally Returned State Education Tax	
\$	9,494,789	
	Net Assessed Valuation of \$662,335,959	\$14.34

DEFAULT BUDGET - \$13,616,316	
\$13,616,316 – Appropriation	
- 683,564 – Less: Revenues	
- 1,949,905 – Less: Net Education Grant	
- 1,596,724 – Less: Locally Returned State Education Tax	
<u>\$ 9,386,123</u>	
Net Assessed Valuation of \$662,335,959	\$14.17

STATE EDUCATION TAX - \$1,596,724	
Net Assessed Valuation of \$654,343,259	\$ 2.44

FY 2016-17 – Total Local & State School Tax Rate - \$14.73

FY 2017-18 – Total Local & State School Tax Rate if proposed budget & all warrant articles are approved -- \$17.76

FY 2017-18 – Total Local & State School Tax Rate if Default Budget & all warrant articles are approved -- \$17.59



New Hampshire  
Department of  
Revenue Administration

2017  
MS-737

## Budget of the Town of Auburn

Form Due Date: 20 Days after the Town Meeting









### THIS BUDGET SHALL BE POSTED WITH THE WARRANT

This form was posted with the warrant on: \_\_\_\_\_

For assistance please contact the NH DRA Municipal and Property Division  
P: (603) 230-5090 F: (603) 230-5947 <http://www.revenue.nh.gov/mun-prop/>

#### BUDGET COMMITTEE CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Budget Committee Members	
Printed Name	Signature
DANIEL CARPENTER	
Alan Villeneuve	
Bernard Ouellette	
Alex Miles	
MamBeth Lufkin	
DAVID R. WESCHE	
Paula T. Mazzloff	
James F. Heald	

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>



# Appropriations

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	11	\$255,213	\$248,216	\$259,728	\$0	\$259,728	\$0
4140-4149	Election, Registration, and Vital Statistics	11	\$90,487	\$88,577	\$81,977	\$0	\$81,977	\$0
4150-4151	Financial Administration	11	\$98,440	\$96,545	\$97,767	\$0	\$97,767	\$0
4152	Revaluation of Property		\$0	\$0	\$0	\$0	\$0	\$0
4153	Legal Expense	11	\$65,000	\$19,815	\$57,000	\$0	\$57,000	\$0
4155-4159	Personnel Administration	11	\$385,078	\$364,997	\$394,312	\$0	\$394,312	\$0
4191-4193	Planning and Zoning	11	\$70,102	\$22,171	\$33,751	\$0	\$33,751	\$0
4194	General Government Buildings	11	\$80,085	\$64,140	\$137,586	\$0	\$137,586	\$0
4195	Cemeteries	11	\$30,450	\$22,733	\$36,323	\$0	\$36,323	\$0
4196	Insurance	11	\$102,525	\$88,881	\$109,571	\$0	\$109,571	\$0
4197	Advertising and Regional Association	11	\$8,121	\$8,121	\$8,583	\$0	\$8,583	\$0
4199	Other General Government	11	\$105,473	\$94,997	\$120,514	\$0	\$120,514	\$0
<b>Public Safety</b>								
4210-4214	Police	11	\$1,136,864	\$1,102,095	\$1,152,412	\$0	\$1,152,412	\$0
4215-4219	Ambulance	11	\$76,269	\$72,803	\$80,083	\$0	\$80,083	\$0
4220-4229	Fire	11	\$429,690	\$433,283	\$416,238	\$0	\$416,238	\$0
4240-4249	Building Inspection	11	\$65,171	\$63,419	\$66,057	\$0	\$66,057	\$0
4290-4298	Emergency Management	11	\$1,951	\$1,336	\$701	\$0	\$701	\$0
4299	Other (Including Communications)	11	\$1,000	\$1,084	\$1,000	\$0	\$1,000	\$0
<b>Airport/Aviation Center</b>								
4301-4309	Airport Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Highways and Streets</b>								
4311	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4312	Highways and Streets	11	\$935,464	\$855,121	\$943,006	\$0	\$943,006	\$0
4313	Bridges		\$0	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	11	\$13,500	\$12,993	\$13,500	\$0	\$13,500	\$0
4319	Other		\$0	\$0	\$0	\$0	\$0	\$0

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
<b>Sanitation</b>								
4321	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4323	Solid Waste Collection		\$0	\$0	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	11	\$11,925	\$12,058	\$11,500	\$0	\$11,500	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0	\$0	\$0
4326-4329	Sewage Collection, Disposal and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment</b>								
4331	Administration		\$0	\$0	\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0	\$0	\$0
4335-4339	Water Treatment, Conservation and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Electric</b>								
4351-4352	Administration and Generation		\$0	\$0	\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0	\$0	\$0
<b>Health</b>								
4411	Administration	11	\$2,549	\$2,080	\$2,596	\$0	\$2,596	\$0
4414	Pest Control	11	\$19,988	\$19,656	\$19,830	\$0	\$19,830	\$0
4415-4419	Health Agencies, Hospitals, and Other	11	\$5,614	\$5,614	\$5,800	\$0	\$5,800	\$0
<b>Welfare</b>								
4441-4442	Administration and Direct Assistance	11	\$21,935	\$8,817	\$16,969	\$0	\$16,969	\$0
4444	Intergovernmental Welfare Payments	11	\$4,471	\$4,471	\$4,471	\$0	\$4,471	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0	\$0	\$0
<b>Culture and Recreation</b>								
4520-4529	Parks and Recreation	11	\$96,764	\$96,504	\$89,438	\$0	\$89,438	\$0
4550-4559	Library	11	\$143,975	\$141,089	\$156,544	\$0	\$156,544	\$0
4583	Patriotic Purposes	11	\$6,500	\$6,899	\$6,650	\$0	\$6,650	\$0
4589	Other Culture and Recreation		\$0	\$0	\$0	\$0	\$0	\$0
<b>Conservation and Development</b>								
4611-4612	Administration and Purchasing of Natural Resources	11	\$2,753	\$832	\$2,767	\$0	\$2,767	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0	\$0	\$0

Account Code	Description	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0	\$0	\$0
<b>Debt Service</b>								
4711	Long Term Bonds and Notes - Principal	11	\$1	\$0	\$1	\$0	\$1	\$0
4721	Long Term Bonds and Notes - Interest	11	\$1	\$0	\$1	\$0	\$1	\$0
4723	Tax Anticipation Notes - Interest	11	\$1	\$0	\$1	\$0	\$1	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0	\$0	\$0
<b>Capital Outlay</b>								
4901	Land	11	\$41,500	\$59,189	\$40,400	\$0	\$20,200	\$20,200
4902	Machinery, Vehicles, and Equipment	11	\$72,696	\$72,696	\$72,696	\$0	\$72,696	\$0
4903	Buildings		\$0	\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	11	\$800,000	\$936,031	\$800,000	\$0	\$800,000	\$0
<b>Operating Transfers Out</b>								
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4919	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Proposed Appropriations</b>			<b>\$5,181,556</b>	<b>\$5,027,263</b>	<b>\$5,239,773</b>	<b>\$0</b>	<b>\$5,219,573</b>	<b>\$20,200</b>

## Special Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4917	To Health Maintenance Trust Funds		\$0	\$0	\$0	\$0	\$0	\$0
4915	To Capital Reserve Fund	05	\$0	\$0	\$42,000	\$0	\$42,000	\$0
4915	<b>Purpose:</b> Town Buildings Rehabilitation CRF							
4915	To Capital Reserve Fund	08	\$0	\$0	\$141,000	\$0	\$0	\$141,000
4916	To Expendable Trusts/Fiduciary Funds	06	\$0	\$0	\$13,000	\$0	\$13,000	\$0
4916	<b>Purpose:</b> Accrued Benefits Expendable Trust Fund							
4916	To Expendable Trusts/Fiduciary Funds	09	\$0	\$0	\$4,900	\$0	\$4,900	\$0
4916	<b>Purpose:</b> Appropriation to Cemetery Maintenance ETF							
<b>Special Articles Recommended</b>					<b>\$200,900</b>	<b>\$0</b>	<b>\$59,900</b>	<b>\$141,000</b>

## Individual Warrant Articles

Account Code	Purpose of Appropriation	Warrant Article #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
0000-0000	Collective Bargaining	03	\$0	\$0	\$9,167	\$0	\$9,167	\$0
4901	Land	04	\$0	\$0	\$34,675	\$0	\$0	\$34,675
4902	Machinery, Vehicles, and Equipment	07	\$0	\$0	\$15,500	\$0	\$15,500	\$0
<b>Individual Articles Recommended</b>								<b>\$34,675</b>



# Revenues

Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
<b>Taxes</b>					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax	11	\$0	\$18,000	\$18,000
3186	Payment in Lieu of Taxes	11	\$350,000	\$350,000	\$350,000
3187	Excavation Tax		\$0	\$0	\$0
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	11	\$60,000	\$60,000	\$60,000
9991	Inventory Penalties		\$0	\$0	\$0
<b>Licenses, Permits, and Fees</b>					
3210	Business Licenses and Permits	11	\$0	\$62,000	\$62,000
3220	Motor Vehicle Permit Fees	11	\$0	\$1,500,000	\$1,500,000
3230	Building Permits	11	\$0	\$65,000	\$65,000
3290	Other Licenses, Permits, and Fees	11	\$0	\$16,000	\$16,000
3311-3319	From Federal Government		\$0	\$0	\$0
<b>State Sources</b>					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution	11	\$0	\$275,000	\$275,000
3353	Highway Block Grant	11	\$0	\$160,000	\$160,000
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)	07	\$0	\$7,750	\$7,750
3379	From Other Governments	11	\$0	\$1,000	\$1,000
<b>Charges for Services</b>					
3401-3406	Income from Departments	11	\$0	\$55,000	\$55,000
3409	Other Charges		\$0	\$0	\$0
<b>Miscellaneous Revenues</b>					
3501	Sale of Municipal Property	11	\$0	\$5,000	\$5,000
3502	Interest on Investments	11	\$0	\$4,000	\$4,000

Account Code	Purpose of Appropriation	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3503-3509	Other	11	\$0	\$10,000	\$10,000
<b>Interfund Operating Transfers In</b>					
3912	From Special Revenue Funds		\$0	\$0	\$0
3913	From Capital Projects Funds		\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)		\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)		\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)		\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)		\$0	\$0	\$0
3915	From Capital Reserve Funds		\$0	\$0	\$0
3916	From Trust and Fiduciary Funds		\$0	\$0	\$0
3917	From Conservation Funds		\$0	\$0	\$0
<b>Other Financing Sources</b>					
3934	Proceeds from Long Term Bonds and Notes		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	08, 05, 09, 06	\$0	\$200,900	\$59,900
9999	Fund Balance to Reduce Taxes		\$0	\$0	\$0
<b>Total Estimated Revenues and Credits</b>			<b>\$410,000</b>	<b>\$2,789,650</b>	<b>\$2,648,650</b>

## Budget Summary

Item	Prior Year Adopted Budget	Selectmen's Recommended Budget	Budget Committee's Recommended Budget
Operating Budget Appropriations Recommended	\$5,169,138	\$5,239,773	\$5,219,573
Special Warrant Articles Recommended	\$84,000	\$200,900	\$59,900
Individual Warrant Articles Recommended	\$12,418	\$59,342	\$24,667
TOTAL Appropriations Recommended	\$5,265,556	\$5,500,015	\$5,304,140
Less: Amount of Estimated Revenues & Credits	\$2,563,000	\$2,789,650	\$2,648,650
Estimated Amount of Taxes to be Raised	\$2,702,556	\$2,710,365	\$2,655,490



# Budget Committee Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>		<b>\$5,304,140</b>
<b>Less Exclusions:</b>		
2. Principal: Long-Term Bonds & Notes	<b>4711</b>	<b>\$1</b>
3. Interest: Long-Term Bonds & Notes	<b>4721</b>	<b>\$1</b>
4. Capital outlays funded from Long-Term Bonds & Notes		
5. Mandatory Assessments		
6. Total Exclusions ( <i>Sum of Lines 2 through 5 above</i> )		
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>		<b>\$5,304,140</b>
8. 10% of Amount Recommended, Less Exclusions ( <i>Line 7 x 10%</i> )		\$530,414
<b>Collective Bargaining Cost Items:</b>		
9. Recommended Cost Items (Prior to Meeting)		\$0
10. Voted Cost Items (Voted at Meeting)		\$0
11. Amount voted over recommended amount ( <i>Difference of Lines 9 and 10</i> )		\$0
<b>Mandatory Water &amp; Waste Treatment Facilities (RSA 32:21):</b>		
12. Amount Recommended (Prior to Meeting)		\$0
13. Amount Voted (Voted at Meeting)		\$0
14. Amount voted over recommended amount ( <i>Difference of Lines 12 and 13</i> )		\$0
<b>15. Bond Override (RSA 32:18-a), Amount Voted</b>		<b>\$0</b>
<b>Maximum Allowable Appropriations Voted At Meeting: (Line 1 + Line 8 + Line 11 + Line 15)</b>		<b>\$5,834,554</b>



## Auburn

RSA 40:13, IX (b) "Default budget" as used in this subdivision means the amount of the same appropriations as contained in the operating budget authorized for the previous year, reduced and increased, as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenditures contained in the operating budget. For the purposes of this paragraph, one-time expenditures shall be appropriations not likely to recur in the succeeding budget, as determined by the governing body, unless the provisions of RSA 40:14-b are adopted, of the local political subdivision.

This form was posted with the warrant on: \_\_\_\_\_

**For Assistance Please Contact:**  
**NH DRA Municipal and Property Division**

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

**GOVERNING BODY CERTIFICATION**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Governing Body Certifications		
Printed Name	Position	Signature

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:  
<https://www.proptax.org/>



*New Hampshire*  
Department of  
Revenue Administration

**2017**  
**Default Budget**

Account Code	Purpose of Appropriation	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
<b>General Government</b>					
0000-0000	Collective Bargaining	\$0	\$0	\$0	\$0
4130-4139	Executive	\$255,213	(\$2,067)	\$0	\$253,146
4140-4149	Election, Registration, and Vital Statistics	\$90,487	(\$10,455)	\$0	\$80,032
4150-4151	Financial Administration	\$98,440	(\$960)	\$0	\$97,480
4152	Revaluation of Property	\$0	\$0	\$0	\$0
4153	Legal Expense	\$65,000	\$0	\$0	\$65,000
4155-4159	Personnel Administration	\$385,078	\$8,163	\$0	\$393,241
4191-4193	Planning and Zoning	\$70,102	\$0	(\$28,950)	\$41,152
4194	General Government Buildings	\$80,085	\$54,679	\$0	\$134,764
4195	Cemeteries	\$30,450	\$0	\$0	\$30,450
4196	Insurance	\$102,525	\$7,046	\$0	\$109,571
4197	Advertising and Regional Association	\$8,121	\$462	\$0	\$8,583
4199	Other General Government	\$105,473	\$1,473	\$0	\$106,946
<b>Public Safety</b>					
4210-4214	Police	\$1,124,446	\$31,979	\$0	\$1,156,425
4215-4219	Ambulance	\$76,269	\$3,814	\$0	\$80,083
4220-4229	Fire	\$429,690	(\$11,934)	\$0	\$417,756
4240-4249	Building Inspection	\$65,171	\$444	\$0	\$65,615
4290-4298	Emergency Management	\$1,951	(\$1,250)	\$0	\$701
4299	Other (Including Communications)	\$1,000	\$0	\$0	\$1,000
<b>Airport/Aviation Center</b>					
4301-4309	Airport Operations	\$0	\$0	\$0	\$0
<b>Highways and Streets</b>					
4311	Administration	\$0	\$0	\$0	\$0
4312	Highways and Streets	\$935,464	\$0	\$0	\$935,464
4313	Bridges	\$0	\$0	\$0	\$0
4316	Street Lighting	\$13,500	\$0	\$0	\$13,500
4319	Other	\$0	\$0	\$0	\$0
<b>Sanitation</b>					
4321	Administration	\$0	\$0	\$0	\$0
4323	Solid Waste Collection	\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	\$11,925	\$0	\$0	\$11,925
4325	Solid Waste Cleanup	\$0	\$0	\$0	\$0
4326-4329	Sewage Collection, Disposal and Other	\$0	\$0	\$0	\$0
<b>Water Distribution and Treatment</b>					
4331	Administration	\$0	\$0	\$0	\$0
4332	Water Services	\$0	\$0	\$0	\$0
4335-4339	Water Treatment, Conservation and Other	\$0	\$0	\$0	\$0
<b>Electric</b>					
4351-4352	Administration and Generation	\$0	\$0	\$0	\$0



*New Hampshire*  
Department of  
Revenue Administration

**2017**  
**Default Budget**

Account Code	Purpose of Appropriation	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
4353	Purchase Costs	\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0	\$0	\$0
4359	Other Electric Costs	\$0	\$0	\$0	\$0
<b>Health</b>					
4411	Administration	\$2,549	\$0	\$0	\$2,549
4414	Pest Control	\$19,988	(\$318)	\$0	\$19,670
4415-4419	Health Agencies, Hospitals, and Other	\$5,614	\$0	\$0	\$5,614
<b>Welfare</b>					
4441-4442	Administration and Direct Assistance	\$21,935	\$0	\$0	\$21,935
4444	Intergovernmental Welfare Payments	\$4,471	\$0	\$0	\$4,471
4445-4449	Vendor Payments and Other	\$0	\$0	\$0	\$0
<b>Culture and Recreation</b>					
4520-4529	Parks and Recreation	\$96,764	\$10,130	\$0	\$106,894
4550-4559	Library	\$143,975	\$9,913	\$0	\$153,888
4583	Patriotic Purposes	\$6,500	\$0	\$0	\$6,500
4589	Other Culture and Recreation	\$0	\$0	\$0	\$0
<b>Conservation and Development</b>					
4611-4612	Administration and Purchasing of Natural Resources	\$2,753	\$0	\$0	\$2,753
4619	Other Conservation	\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing	\$0	\$0	\$0	\$0
4651-4659	Economic Development	\$0	\$0	\$0	\$0
<b>Debt Service</b>					
4711	Long Term Bonds and Notes - Principal	\$1	\$0	\$0	\$1
4721	Long Term Bonds and Notes - Interest	\$1	\$0	\$0	\$1
4723	Tax Anticipation Notes - Interest	\$1	\$0	\$0	\$1
4790-4799	Other Debt Service	\$0	\$0	\$0	\$0
<b>Capital Outlay</b>					
4901	Land	\$41,500	\$0	(\$41,500)	\$0
4902	Machinery, Vehicles, and Equipment	\$72,696	\$0	\$0	\$72,696
4903	Buildings	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings	\$800,000	\$0	\$0	\$800,000
<b>Operating Transfers Out</b>					
4912	To Special Revenue Fund	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water	\$0	\$0	\$0	\$0
4915	To Capital Reserve Fund	\$0	\$0	\$0	\$0
4916	To Expendable Trusts/Fiduciary Funds	\$0	\$0	\$0	\$0



*New Hampshire*  
*Department of*  
*Revenue Administration*

**2017**  
**Default Budget**

Account Code	Purpose of Appropriation	Prior Year Adopted Budget	Reductions or Increases	One-Time Appropriations	Default Budget
4917	To Health Maintenance Trust Funds	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0	\$0	\$0
4919	To Agency Funds	\$0	\$0	\$0	\$0
<b>Total Appropriations</b>		<b>\$5,169,138</b>	<b>\$101,119</b>	<b>(\$70,450)</b>	<b>\$5,199,807</b>



*New Hampshire*  
*Department of*  
*Revenue Administration*

**2017**  
**Default Budget**

Account Code	Reason for Reductions/Increases or One-Time Appropriations
4197	Contractual
4215-4219	Contractual
4240-4249	Contractual
4140-4149	contractual
4290-4298	Move Account Appropriation
4130-4139	Contractual
4150-4151	contractual
4220-4229	Move Account Appropriation
4194	Moved Appropriation
4196	Contractual
4901	One Time Appropriations
4550-4559	Contractual
4199	Contractual
4520-4529	Contractual
4155-4159	Contractual
4414	Moved Account Appropriation
4191-4193	One Time Appropriation
4210-4214	Contractual



**STATE OF NEW HAMPSHIRE**  
Public Employee Labor Relations Board

**New England Police Benevolent Association,  
Auburn Police Union**

**v.**

**Town of Auburn, Police Commission**

**Case No. G-0195-3  
Decision No. 2017-006**


**Order**

On January 12, 2017, the parties in the above captioned case filed a Joint Motion to Cancel Hearing and Submit Case by Briefs. See PELRB Decision 2017-002. The motion contains a proposed filing schedule.

The parties' motion is granted and the proposed schedule is approved. See Pub 203.05 (b). Accordingly, the adjudicatory hearing scheduled for January 24, 2017 is cancelled. The parties shall file stipulated facts, joint exhibits, and opening briefs no later than **February 13, 2017**. Reply briefs, if any, shall be filed no later than **February 23, 2017**.

So ordered.

Date: 1/17/2017

  
Karina A. Lange, Esq.  
Staff Counsel/Hearing Officer

Distribution: Peter J. Perroni, Esq.  
Kathleen C. Peahl, Esq.





**STATE OF NEW HAMPSHIRE**  
**Public Employee Labor Relations Board**

**New England Police Benevolent Association,  
Auburn Police Union**

**v.**

**Town of Auburn, Police Commission**

**Case No. G-0195-3  
Decision No. 2017-002**

**Pre-Hearing Memorandum and Order**

**Date of Conference:** January 5, 2017

**Appearances:** Peter J. Perroni, Esq., for the Complainant  
Kathleen C. Peahl, Esq., for the Respondent

**Background:**

On October 12, 2016, the New England Police Benevolent Association, Auburn Police Union (Union) filed an unfair labor practice complaint alleging that the Town of Auburn, Police Commission (Town) violated RSA 273-A:5, I (e) and (g) when it unilaterally decided to engage an outside investigator to conduct an internal affairs investigation of police department personnel and refused to bargain with the Union over this decision. The Union asserts that the Town's actions were contrary to the Town rules and past practice and "constituted a unilateral change with regard to a mandatory subject of bargaining." The Union seeks all appropriate remedies available under RSA 273-A.

The Town denies the charge and asserts, among other things, that decision to engage an outside investigator was within the Town's exclusive managerial prerogative and that the Town's

action did not constitute a change in terms or conditions of employment. The Town requests that the PELRB dismiss the complaint.

#### Issues for Determination by the Board

Whether the Town violated RSA 273-A:5, I (e) and/or (g) as charged by the Union.

#### Witnesses and Exhibits

As outlined in the parties' Joint Pre-Hearing Worksheet. Both parties reserve the right to amend their lists of witnesses and exhibits in conformity with Pub 203.01. It is understood that each party may rely on the representations of the other party that witnesses and exhibits appearing on their respective lists will be available at the hearing.

#### Decision

1. "Parties" means the Union, the Town or their counsel/representative appearing in the case. The parties shall simultaneously copy each other electronically on all filings submitted in these proceedings.
2. At the pre-hearing, the parties discussed the possibility of submission of this case for decision on stipulated facts, exhibits, and briefs. A written request, if any, to submit this case on briefs shall be filed no later than **January 12, 2017**. Such request shall contain a proposed schedule for submission of stipulated facts, joint exhibits, opening briefs, and reply briefs, if any.
3. The parties shall file a joint statement of stipulated facts and their final witness and exhibit lists no later than **January 17, 2017**.
4. The requirement that the parties file copies of proposed exhibits prior to the date of adjudicatory hearing is suspended. The parties shall not file, either electronically or via mail, proposed exhibits prior to the day of hearing. The parties shall pre-mark each exhibit by placing identifying markers in the upper right corner of each exhibit, if

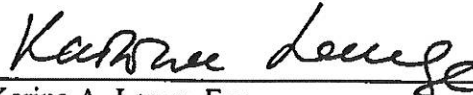
possible, and bring an original and five copies of each exhibit to the hearing. To facilitate access to a particular exhibit, the parties shall use tabs to separate exhibits.

Hearing

Unless otherwise ordered as a result of the filing of any subsequent motion, the adjudicatory hearing in this case will be held on **January 24, 2017, at 8:30 a.m.**, at the offices of the PELRB in Concord. The time set aside for this hearing is 3 hours. If either party believes that additional time is required, a written notice of the need for additional time shall be filed with the PELRB at least ten days prior to the date of hearing.

So ordered.

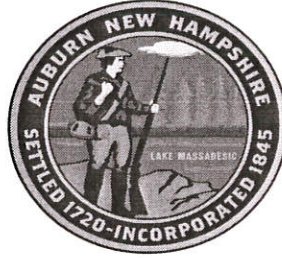
Date: 1/5/2017

  
Karina A. Lange, Esq.  
Staff Counsel/Hearing Officer

Distribution: Peter J. Perroni, Esq.  
Kathleen C. Peahl, Esq.

## Town of Auburn


Town Hall  
47 Chester Road  
P.O. Box 309  
Auburn, NH 03032



## Town Administrator

William G. Herman, CPM  
Phone: (603) 483-5052 Ext. 111  
Fax: (603) 483-0518  
E-Mail:  
townadmin@townofauburnnh.com

**To:** Board of Selectmen  
**Cc:** Mike Dross Dan Tatem

  
**From:** Bill Herman, CPM, Town Administrator  
**Date:** January 18, 2017  
**Re:** Status of Hooksett Road

In follow-up to correspondence dated December 12, 2016 from NHDOT District Engineer Richard Radwanski concerning the status of Hooksett Road and the maintenance of drainage systems installed by NHDOT to support NH Route 101 and the Exit 2 interchange, Senator Sharon Carson hosted a meeting at the Statehouse on January 17, 2017 for NHDOT and Town representatives to meet on this issue.

The end result of this meeting was a general consensus the State and the Town should jointly examine the specific areas in question to attempt to determine what portion of the drainage system was the State responsibility for maintaining and what portion of the system the Town should be maintaining. Whatever could be agreed to would need to be formally defined in a Memorandum of Understanding or an agreement document that clearly identifies these responsibilities for the future.

At the same time, it was felt it may make sense to review the overall condition of the section of Hooksett Road from the former railroad tracks north to Rockingham Road the Town is supposed to be responsible for, and the section from Rockingham Road north to approximately 563 Hooksett Road the NHDOT is responsible for in order to consider whether the Town and State might formally swap responsibilities for those two sections.

The best manner to accomplish either approach would be for the Town to authorize the Town's engineering firm, Stantec Consulting, to jointly work with NHDOT representatives to examine these sections of Hooksett Road in the spring of 2017 in order to provide data and information to Town officials that will assist both parties to determine what approach they are interested in pursuing.

If you are in agreement with this course of action, it would be appropriate for the Board to formally record the following vote:

*Move to authorize Stantec Consulting to work with the NH Department of Transportation in the spring of 2017 to review sections and conditions of Hooksett Road and related drainage systems in order to provide information and make recommendations to the Board of Selectmen for potential courses of action concerning Hooksett Road.*

Thank you for your consideration.

Attachment





*Victoria F. Sheehan*  
Commissioner

**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



*William Cass, P.E.*  
Assistant Commissioner

December 12, 2016

William G. Herman, CPM  
Town Administrator  
Town of Auburn  
PO Box 309  
Auburn, NH 03032-0309

DEC 21 2016

Dear Mr. Herman,

This letter is written regarding the correspondence I received from the Town of Auburn via letter dated October 24, 2016 regarding responsibilities for the maintenance, repairs, and replacement of the drainage infrastructure along Hooksett Road in the vicinity of the Exit 2 interchange with NH Route 101. The letter was signed by you along with members of the Board of Selectmen and Michael Dross, Auburn Road Agent.

This matter dates back over a year when the Town began to question its responsibility to maintain Hooksett Road in the area of Exit 2. At the time, I expressed the Department's position that maintenance for this section of roadway falls to the Town. This responsibility dates back to 1945 when this section of Hooksett Road was reclassified and no longer considered a Class II road. In approximately 1972-73, after construction of Exit 2, the Department offered to reclassify this section of road and assume maintenance responsibility, which the Town declined. Consequently, the road was not reclassified back to a Class II road. And since approximately 1945, this section of roadway has remained within the Town's maintenance responsibility.

Upon reviewing the Town's letter and documents, I have not found any new or compelling information that supports the Town of Auburn's opinion that the maintenance and repair of said drainage infrastructure along Hooksett Road are the responsibility of the NH Department of Transportation. A more thorough response to the Town of Auburn's letter will require gathering historical information and coordination with other Bureaus within the Department. This will take some time to assemble. I hope to be able to provide this information within a few weeks. In the meantime, any necessary maintenance and repairs to the drainage infrastructure should not be delayed by the Town of Auburn while awaiting a more thorough and documented response.

Sincerely,

A handwritten signature in dark ink, appearing to read "Richard C. Radwanski".

Richard C. Radwanski, PE  
District Engineer

RCR/amv

cc: Executive Councilor Chris Pappas  
Senator Sharon Carson  
Kathleen Mulcahey-Hampson, NHDOT