

**Town of Auburn
Board of Selectmen
April 10, 2017
Town Hall
7:00 p.m.**

() Call to Order – Pledge of Allegiance

Approval of Payroll for Week of April 3rd, 2017
Approval of Accounts Payable for Week of April 10th, 2017
Consent Agenda – as of April 10th, 2017

() Appointments with the Board

Carrie Rouleau-Cote – Discussion of Building Permit Fee Schedule and
Building Permit Refund Policy

() New Business

State Budget Update – Auburn Impact
Video Recording of Public Meeting for Online Broadcast
Reclamation Surety Release – Haven Drive, Phase 1
Reclamation Surety Release – Lovers Lane
Reclamation Surety Release & Remaining Work Surety Reduction – Mt. Miner

() Old Business

Fiscal Issues for Rockingham County

() Other Business

() Minutes

- March 27th, 2017 Public Meeting
- March 27th, 2017 Non-Public Meeting

() Non-Public Session

Pursuant to the provisions of RSA 91-A: 3, II (c) & (e) –Consideration of the reputation of someone other than a member of the Board and Consideration of pending claims or litigation.

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, New Hampshire

Building Inspection/Code Enforcement

Building Permit Fee Schedule 2017

Individual Permit Fees

Improvement	Current Fee	Proposed Fee
Electrical Permit Residential	\$25.00	\$50.00
Commercial	\$50.00	\$75.00
Plumbing Permit		
Residential	\$25.00	\$50.00
Commercial	\$50.00	\$75.00
Mechanical Permits		
Residential	\$25.00	\$50.00
Commercial	\$50.00	\$75.00
Oil Burner Equipment	\$25.00	\$50.00
Chimney (wood burning)	\$25.00	\$50.00
Above Ground Swimming Pool	\$25.00	\$25.00
Pool Electrical	-	\$50.00
In-ground Swimming Pool	\$25.00	\$50.00
Pool Electrical	-	\$50.00
Shed	\$25.00	\$35.00
Septic Design Review	\$30.00	\$30.00
Septic Installation	\$30.00	\$50.00
Fire Suppression/Sprinkler	\$50.00	\$75.00
Sign (non illuminated)	\$25.00	\$50.00
Sign (Illuminated)	\$25.00	\$50.00
Sign electrical permit	\$50.00	\$75.00
Driveway (new)	\$50.00	\$50.00
Driveway Improvement	\$25.00	\$25.00

New Construction & Additions

Use Group and Type of Construction

ICC Building Valuation Data (reviewed annually as published by International Code Council)

Group (2015 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	226.92	219.10	213.80	205.04	192.95	187.36	198.56	176.18	169.73
A-1 Assembly, theaters, without stage	207.97	200.15	194.85	186.09	174.15	168.55	179.61	157.38	150.92
A-2 Assembly, nightclubs	177.89	172.85	168.07	161.49	151.98	147.78	155.80	137.68	132.99
A-2 Assembly, restaurants, bars, banquet halls	176.89	171.85	166.07	160.49	149.98	146.78	154.80	135.68	131.99
A-3 Assembly, churches	209.94	202.13	196.83	188.07	176.32	170.72	181.59	159.54	153.09
A-3 Assembly, general, community halls, libraries, museums	175.12	167.31	161.01	153.25	140.50	135.90	146.77	123.72	118.27
A-4 Assembly, arenas	206.97	199.15	192.85	185.09	172.15	167.55	178.61	155.38	149.92
B Business	181.12	174.43	168.67	160.26	146.18	140.70	153.97	128.34	122.72
E Educational	192.29	185.47	180.15	172.12	160.72	152.55	166.18	140.46	136.18
F-1 Factory and industrial, moderate hazard	108.98	103.99	97.83	94.17	84.37	80.56	90.16	69.50	65.44
F-2 Factory and industrial, low hazard	107.98	102.99	97.83	93.17	84.37	79.56	89.16	69.50	64.44
H-1 High Hazard, explosives	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	N.P.
H234 High Hazard	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	58.67
H-5 HPM	181.12	174.43	168.67	160.26	146.18	140.70	153.97	128.34	122.72
I-1 Institutional, supervised environment	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
I-2 Institutional, hospitals	304.80	298.11	292.36	283.95	268.92	N.P.	277.65	251.09	N.P.
I-2 Institutional, nursing homes	211.20	204.51	198.75	190.34	177.26	N.P.	184.05	159.42	N.P.
I-3 Institutional, restrained	206.08	199.38	193.63	185.22	172.62	166.14	178.93	154.78	147.16
I-4 Institutional, day care facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
M Mercantile	132.61	127.57	121.79	116.21	106.35	103.15	110.52	92.05	88.36
R-1 Residential, hotels	182.28	175.70	170.83	162.68	150.87	146.84	162.68	135.49	131.23
R-2 Residential, multiple family	152.86	146.27	141.41	133.25	122.04	118.01	133.25	106.66	102.41
R-3 Residential, one- and two-family	143.93	139.97	136.51	132.83	127.95	124.61	130.57	119.73	112.65
R-4 Residential, care/assisted living facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
S-1 Storage, moderate hazard	101.01	96.02	89.86	86.20	76.60	72.79	82.19	61.73	57.67
S-2 Storage, low hazard	100.01	95.02	89.86	85.20	76.60	71.79	81.19	61.73	56.67
U Utility, miscellaneous	77.82	73.48	69.04	65.52	59.23	55.31	62.58	46.83	44.63

Unfinished basement (all use groups) = \$15.00 per square foot

N.P. = not permitted

Construction of New Homes, Additions, Detached Accessory Structures, New Commercial Buildings

Calculate square footage x square foot construction costs per Building Valuation Data

Multiply by : **Town of Auburn Permit Fee Multiplier = 0.0034**

Minimum Permit fee shall be \$50.00

Example of Permit Fee Calculation

Use Group	R-3	Type of Construction		VB
	Length	Width	Total	
Story 1	<div><div></div><div>x</div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div>1200</div><div></div></div>	
Story 2	<div><div></div><div>x</div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div>1200</div><div></div></div>	
TOTAL LIVING AREA			<div><div>2400</div><div>x</div><div></div></div>	<div><div>Sq Ft Cost</div><div>\$112.65</div><div>=</div><div>Cost of Construction</div><div>\$270,360.00</div></div>
Basement, deck	<div><div></div><div>x</div><div></div></div>	<div><div></div><div></div><div></div></div>	<div><div></div><div>1244</div><div></div></div>	<div><div>Cost of Construction</div><div>\$18,660.00</div></div>
garage	<div><div></div><div>x</div><div></div></div>	<div><div></div><div>0</div><div></div></div>	<div><div></div><div>524</div><div>0</div></div>	<div><div>Cost of Construction</div><div>\$20,870.92</div><div>\$0.00</div></div>

Total Cost of Construction	\$0.00	\$309,890.92
Cost per \$1000 PERMIT FEE		\$0.0034
		\$1,053.63

Renovations/Remodel

Renovation and remodel fees shall be calculated at one third (1/3rd) the cost of new construction. Minimum permit fee shall be \$50.00

Demolition Permit - \$25.00

Renewals – New Home & Commercial

Permit renewal fees shall be based on a determination by the building inspector as to the percentage of completion of construction.

Fees shall be calculated as follows:

25% complete	\$ 200.00
50% complete	\$ 150.00
75% complete	\$ 100.00

Renewals – other Permits

Permit renewal fees shall be based on a determination by the building inspector as to the percentage of completion of construction.

Fees shall be calculated as follows:

- 50% of original permit fee if less than 50% complete.
- 25% of original permit fee if more than 50% complete.

Reinspection fees. There shall be no fee for the first inspection. However, the fee for any second or subsequent re-inspections shall be charged 50% of the fee for initial inspection.

Relocated Structures: The fees for relocated structures shall be the same as new structures whether residential, commercial, or industrial.



TOWN OF AUBURN, NEW HAMPSHIRE BUILDING DEPARTMENT

Building Permit Refund Policy

It shall be the policy of the Auburn Building Department to issue a refund under the following circumstances:

Pertaining to ALL permits:

- NO work shall have taken place associated with the permit.
- Request must be made in writing.
- Request must be made within thirty days of the date the permit was issued.
- Refunds may only be requested by the party that paid the fee.

Residential Building permits [major]: (ex. new homes, additions, solar array)

A \$25 application fee and \$25 review fee will be deducted from the refund.

Residential Building Permit (minor) (ex. sheds, decks, above ground pools)

A \$10 application fee will be deducted from the refund.

Residential Trade permits:

A \$10 application fee will be deducted from the refund.

Commercial Building Permit [major or minor]:

A \$100 application fee and 50% review fee will be deducted from the refund.

Commercial Trade permits:

A \$10 application fee will be deducted from the refund.

Policy adopted by Auburn Board of Selectmen Effective: June 1, 2017

AUBURN POLICE COMMISSION
AGENDA
April 4, 2017
Auburn Safety Complex @ 7 p.m.

- A. Review Minutes
- B. Review Correspondence
- C. Neighborhood Watch update
- D. Department Reports
 - a. Chief's Report
 - b. Lieutenant's Report
 - i. MRI monthly update
- E. Old Business
 - a. Review 2017 Budget
- F. New Business
 - a. Video recording PC meetings
 - b. Employee Evaluation(s)

Non-Public Session - Pursuant to RSA 91-A:3, II (a)

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: April 7, 2017
Re: State Budget Update – Auburn Impact

As I am sure you are aware, the New Hampshire House of Representatives was unable to muster the votes necessary to approve a two-year operating budget this week. The House Finance Committee had proposed a two-year \$11.9 billion operating budget which could not find majority support in the House.

Ultimately, the House voted to table the budget which effectively passes the responsibility to develop and pass a state operating budget over to the State Senate moving forward. The Senate Finance Committee has scheduled its first meeting for Monday, April 10th.

The budget that was developed by the House Finance Committee would have been good for the Town of Auburn. In two areas, the Town would have realized some significant financial resources that it does not currently have. The House budget included \$50 million for 'Municipal Aid for Property Tax Relief' – an equal amount of \$25 million per year for FY 2018 and FY 2019. For Auburn that would have resulted in \$100,932 in revenue both years which, based on 2016 numbers would have reduced the Town tax rate by 15-cents.

The second area of the House budget of interest to Auburn was an additional amount for Highway Block Grants (\$15 million in FY 2018 only), and additional Municipal Bridge Aid funds (\$15 million in FY 2018 only). The Highway Block Grant funds would have resulted in a one-time additional source of approximately \$80,000 for the Town of Auburn, while the Municipal Bridge Aid funds would have definitely have moved the Griffin Mill Bridge to an earlier construction schedule than NHDOT's FY 2022, but it is not clear to exactly where.

At this point, all of these items as outlined in the House budget proposal are not in the budget discussions moving forward. The State Senate has approved a similar, but different, funding of Highway Block Grants and Municipal Bridge Aid that we have discussed previously and will likely be included in the budget the Senate develops.

In reviewing the roll call vote on the HB 1 (the House budget proposal) Auburn's State Representatives were split. Representatives Jesse Edwards, Jason Osborne and Chris True voted against approving the budget. Representative Joseph Hagen voted to approve the budget. And Representative William Polewarczyk had been excused and did not vote.

Thank you for your consideration.

State Budget Update

House Finance Committee Recommends Two-Year Spending Plan

On Tuesday the House Finance Committee, by a vote of 16-9, recommended the biennial budget plan contained in **HB 1** and **HB 2**, which will be voted upon by the full House next Wednesday, April 5. Last week's *Bulletin* provided detailed explanations of the state aid to municipalities included in the budget, summarized as follows:

Aid by Category:	FY 2018	FY 2019
Meals & Rooms Distribution	\$ 68,805,057	\$ 68,805,057
Municipal Aid for Property Tax Relief	\$ 25,000,000	\$ 25,000,000
Highway Block Grants	\$ 35,195,500	\$ 35,346,717
Additional Highway Block Grants	\$ 15,000,000	\$ 0
Municipal Bridge Aid	\$ 6,800,000	\$ 6,800,000
Additional Municipal Bridge Aid	\$ 15,000,000	\$ 0
Highway Construction Aid	\$ 0	\$ 900,000
Environmental Grants	\$ 7,332,728	\$ 5,383,716
Additional Environ. Grants (HB 119)	\$ 1,114,346	\$ 1,114,346
Flood Control	\$ 866,250	\$ 866,250
Total	\$175,113,881	\$144,216,086

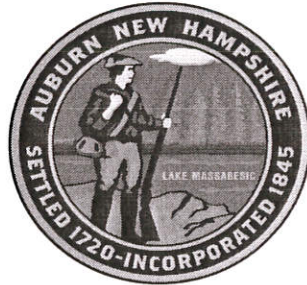
The \$25 million of municipal aid for property tax relief will be distributed by September 1 in both 2017 and 2018 (state fiscal years 2018 and 2019) on a per capita basis. Using the 2016 population estimates from the New Hampshire Public Finance Consortium data base, we have prepared a list by municipality of the estimated share of this aid.

As we explained last week, the additional highway block grant of \$15 million will be distributed under the current apportionment formula and should be approximately 43% more than the highway block grants municipalities received in fiscal year 2016. The additional municipal bridge aid will allow approximately 20 projects currently enrolled in the bridge aid program to be advanced, which should reduce the waiting time for other current and future bridge projects.

To help put this funding in perspective, the following graph shows total municipal aid each year from 2006 to the present, along with the amounts recommended by the House Finance Committee for fiscal years 2018 and 2019:

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Town Administrator

William G. Herman, CPM
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townadmin@townofauburnnh.com

To: Board of Selectmen

From: Bill Herman, CPM, Town Administrator

Date: April 7, 2017

Re: Update on Financial Items Concerning Rockingham County

Since your last meeting and our update to the Board on the potential of Rockingham County changing its fiscal year and the financial ramifications there might be on the municipalities in the county, there has been I believe some positive activity in this area.

About 10 communities met with the Rockingham County Finance Director on March 30th. It was a good and detailed conversation which I believe generally has everyone on the same page. Finance Director Charles Nickerson is going to recommend to the County Commissioners and the Executive Committee of the County Delegation at their April 21st meeting that the additional six-month budget for the transition year be financed with a combination of money from the County's undesignated fund balance and a small borrowing of funds, the cost of which could be spread out over a period of up to 10 years. He was also in strong agreement semi-annual tax bills from the County to the municipalities would not be necessary or needed moving forward.

The municipal representatives present agreed this was the best path forward for all parties, and would try to also provide encouragement to the County Commissioners and the Executive Committee of the County Legislative Delegation to move in this direction. To that end, we have drafted the attached letter for the Board's consideration to send to the County Commissioners and County Delegation.

And, in an odd turn of events, the fact the House of Representatives did not approve a proposed state operating budget this week has had an impact on HB 144, which is the bill that would change Rockingham County's fiscal year.

Due to the fact HB 1 (the budget) and HB 2 (the budget trailer bill) did not pass the House and go to the Senate creates a mechanical problem. It does not give the Senate a budget bill to work from, so they need to take an existing bill that they have and amend it to include the State budget that they will develop. Senate leadership has decided HB 144 is going to be that bill, and is transferring it from the Senate Public and Municipal Affairs Committee to the Senate Finance Committee. The initial proposed amendment being introduced to HB 144 on April 10th says to "amend the bill by replacing all after the enacting clause with the following:". This language would strip out the wording from the original bill, which was the changing of Rockingham County's fiscal year. This will have an interesting path forward to say the least.

Thank you for your consideration.

Attachment

DRAFT

April 3, 2017

Kevin Coyle, Chair and the Members of the
Rockingham County Board of Commissioners
119 North Road
Brentwood, NH 03833

Rep. Kenneth Weyler, Chair and the Members of the
Executive Committee
Rockingham County Delegation
118 North Road
Brentwood, NH 03833

RE: Rockingham County Fiscal Year

Dear Chairman Coyle, Commissioners St. James and Tombarello and Representative Weyler and the Members of the Executive Committee of the Rockingham County Delegation:

As the governing board for the Town of Auburn and the party responsible for the fiscal affairs of our municipal government, we are writing to express our support for the efforts under way to change the fiscal year budget of Rockingham County from a calendar year to a July to June fiscal year.

In our opinion, this is a smart business move to enable even better fiscal control and cash flow management for the county operations. We also appreciate the fiscal efforts to date at the County level to achieve a strong AA1 bond rating and a healthy fund balance that helps to level the county portion of our local property taxes. We know many officials were involved in achieving this success, and we appreciate those efforts and results.

We were very pleased with Representative Weyler's public comments at the March 24th meeting of the County Delegation's Executive Committee that there is no intention on the part of County officials to increase the local tax rates as a result of the transition to a fiscal year beyond the normal adjustment we might see year-to-year. As you are working on the details of a fiscal year transition, we want to offer our input that we would not look favorably on the potential of simply raising through property taxes the additional six months' worth of funds necessary for the implementation of the transition year. And nor do we support or encourage the potential of semi-annual billing to the municipalities for the county funds.

In moving forward, we want to encourage the County Commissioners and the County Delegation to utilize a portion of the County's undesignated fund balance and the potential of a bond issue to cover the additional six months of funding for the transitional year. In rough terms,

Kevin Coyle, Chair and the Members of the
Rockingham County Board of Commissioners

Rep. Kenneth Weyler, Chair and the Members of the
Rockingham County Delegation Executive Committee
April 3, 2017
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we understand that approximately \$24 million would be needed for this six month transition. We believe that a mix of approximately two-thirds (\$16 million) from fund balance and one-third (approximately \$8 million) from a bond for a period of up to 10 years would be the wisest way forward.

Auburn's Town Administrator and many of his colleagues have had ongoing conversations with some of you and with Finance Director Charles Nickerson. We share the concern that utilizing all of the County's fund balance for the transition year would not be the most fiscally prudent course of action, although we can understand how attractive an initial look at that. To ensure no hiccups in Rockingham County government operations, we believe it is prudent to maintain a minimum fund balance as close to 10% of annual appropriations as possible.

Moving forward, we want to strongly support the County Commissioners and the County Delegation in making a change in the County's fiscal year and to responsibly fund the transition year with a mix of a portion of the County's fund balance and a borrowing of some funds.

Thank you for your consideration and for your efforts to date.

Sincerely,

James F. Headd, Chairman

Richard W. Eaton, Selectman

Dale W. Phillips, Selectman
AUBURN BOARD OF SELECTMEN