

**Town of Auburn  
Board of Selectmen  
June 21, 2021  
Town Hall  
7:00 p.m.**

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

Approval of Accounts Payable Manifest for the Week of May 31, 2021 -- \$603,676.69  
Approval of Accounts Payable Manifest for the Week of May 31, 2021 -- \$14,970.00  
Approval of Payroll Manifest for the Week of June 7, 2021 -- \$59,680.48  
Approval of Accounts Payable Manifest for the Week of June 7, 2021 -- \$3,633.46  
Approval of Accounts Payable Manifest for the Week of June 14, 2021 -- \$48,103.36  
Approval of Account Payable Manifest for the Week of June 14, 2021 -- \$25,029.99  
Approval of Payroll Manifest for the Week of June 21, 2021 --  
Approval of Consent Agenda – Week of June 21, 2021

**( ) Public Hearing – Acceptance of Unanticipated Revenues pursuant to RSA 31:95-b**

Acceptance and expenditure of unanticipated revenues in the amount of approximately \$292,561.39 in funds from the American Rescue Plan Act (ARPA) of 2021 assistance for local government

**( ) Appointments with the Board**

Daniel and Marjorie Busa, 180 Appletree Road (Tax Map #17, Lot #63) – Application for Restoration of Involuntarily Merged Lots pursuant to RSA 674:39-aa

Tom Zapora – Vandalism and other issues at Morgen Drive / Tower Hill parking area

Fire Chief Mike Williams – Monthly Report

**( ) New Business**

Potential Project Discussions for FY 2021 ARPA Funds  
Resignation of Citizens Broadband Committee Member  
Appointment of Alternate Library Trustee

**( ) Old Business**

Stop Signs at Steam Mill Road and Wellesley Circle

**( ) Report / Comments of Ex-officio Board Representatives**

**( ) Other Business**

Agreement with NH Bobcats Organization

**( ) Next Meetings / Events**

Monday, July 12, 2021 – Board of Selectmen's Meeting – 7:00 PM  
Monday, July 26, 2021 – Board of Selectmen's Meeting – 7:00 PM

**( ) Minutes**

- May 24, 2021 Public Meeting
- May 24, 2021 Non-Public Sessions (x2)

**( ) Adjourn**

*Note: "Any person with a disability who wishes to attend this public meeting and needs to be provided reasonable accommodations in order to participate, please contact the Board of Selectmen's Secretary at (603) 483-5052 x100, so that arrangements can be made."*

## **PUBLIC NOTICE**

## **PUBLIC HEARING**

Pursuant to RSA 31:95-b and Article 21 of the 1999 Town Meeting, the Auburn Board of Selectmen will hold a public hearing on Monday, June 14, 2021 beginning at 7:00 P.M. at the Auburn Town Hall for the purpose of receiving public comment concerning the acceptance and expenditure of unanticipated revenues in the amount of \$275,000 in funds from the American Rescue Plan Act (ARPA) of 2021 assistance for local government.

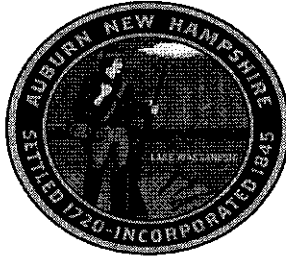
These funds are to be spent by the Town of Auburn for purposes consistent with the federal ARPA and the U.S. Treasury's Interim Final rule concerning Coronavirus State and Local Fiscal Recovery Funds.

This hearing was originally scheduled to be held on June 7, 2021 but is being re-scheduled to June 21, 2021.

Board of Selectmen  
Town of Auburn  
June 7, 2021

## 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:** June 16, 2021

**Re:** Federal American Rescue Plan Act (ARPA) Funds

Through the federal stimulus funding included in the American Rescue Plan Act (ARPA) that has been issued for the continued response to the Covid-19 pandemic, there has been approximately \$19.5 billion allocated for smaller units of government nationwide including the Town of Auburn. Auburn's total share of these funds is \$585,123, which will be received in our FY 2021 and FY 2022.

Like last year's CARES Act funding, these funds will be managed through the Governor's Office for Emergency Relief and Recovery (GOFERR) and the Town will need to enter into a U.S. Treasury Awards Terms and Conditions Agreement to access these funds.

To fully and timely participate in this process, the Board of Selectmen would need to take several steps including approving the Town entering into the U.S. Treasury Award Terms and Conditions Agreement; designating signing authority for future submissions to the Town Administrator, and vote to accept and expend ARPA funds for FY 2021 under the provision of RSA 31:95-b.

Assuming the Board desires to move forward in this direction, the following motions would be appropriate:

*Motion for the Town of Auburn to accept and expend up to \$292,561.39 in American Rescue Plan Act (ARPA) grant funds in FY 2021 by acting under the provisions of RSA 31:95-b and subject to the terms and standards in the ARPA regulations and the U.S. Treasury Award Terms and Conditions Agreement.*

*Motion to approve the Town of Auburn's entering into a U.S. Treasury Awards Terms and Conditions Agreement for receipt of American Rescue Plan Act funding that is made available to the Town of Auburn.*

*Motion to designate the Town Administrator as the signing authority for the Town of Auburn for reimbursement submissions and other documentation required for the ARPA Fund Grant program.*

Thank you for your consideration.

Attachments

Name	County	State	Population Est. 2019	2019 Val. Est.	2019 Rep. Prop.	% of County	2019 Val. Est.
Acworth	Sullivan County	NH	895	\$93,817	\$ 1,356,738	7%	\$ 46,908.36
Albany	Carroll County	NH	751	\$78,722	\$ 718,116	11%	\$ 39,361.09
Alexandria	Grafton County	NH	1618	\$169,604	\$ 1,774,005	10%	\$ 84,801.92
Allenstown	Merrimack County	NH	4447	\$466,149	\$ 6,264,590	7%	\$ 233,074.26
Alstead	Cheshire County	NH	1938	\$203,147	\$ 1,630,969	12%	\$ 101,573.63
Alton	Belknap County	NH	5328	\$558,498	\$ 7,931,766	7%	\$ 279,248.86
Amherst	Hillsborough County	NH	11393	\$1,194,250	\$ 14,012,849	9%	\$ 597,125.04
Andover	Merrimack County	NH	2373	\$248,745	\$ 1,845,736	13%	\$ 124,372.66
Antrim	Hillsborough County	NH	2690	\$281,974	\$ 4,140,016	7%	\$ 140,987.13
Ashland	Grafton County	NH	2055	\$215,412	\$ 6,807,008	3%	\$ 107,705.78
Atkinson	Rockingham County	NH	7145	\$748,961	\$ 5,112,419	15%	\$ 374,480.68
Auburn	Rockingham County	NH	5582	\$585,123	\$ 5,612,362	10%	\$ 292,561.39
Barnstead	Belknap County	NH	4744	\$497,281	\$ 4,215,930	12%	\$ 248,640.50
Barrington	Strafford County	NH	9264	\$971,082	\$ 7,124,100	14%	\$ 485,540.80
Bartlett	Carroll County	NH	2804	\$293,924	\$ 2,371,133	12%	\$ 146,962.05
Bath	Grafton County	NH	1093	\$114,572	\$ 1,246,619	9%	\$ 57,285.85
Bedford	Hillsborough County	NH	22628	\$2,371,938	\$ 29,988,909	8%	\$ 1,185,969.05
Belmont	Belknap County	NH	7333	\$768,668	\$ 7,696,456	10%	\$ 384,334.06
Bennington	Hillsborough County	NH	1516	\$158,912	\$ 1,745,773	9%	\$ 79,455.94
Benton	Grafton County	NH	371	\$38,889	\$ 126,450	31%	\$ 19,444.69
Berlin	Coos County	NH	10122	\$1,061,020	\$ 17,998,445	6%	\$ 530,509.93
Bethlehem	Grafton County	NH	2574	\$269,815	\$ 2,660,720	10%	\$ 134,907.39
Boscawen	Merrimack County	NH	4026	\$422,018	\$ 3,747,733	11%	\$ 211,008.99
Bow	Merrimack County	NH	7980	\$836,489	\$ 11,782,324	7%	\$ 418,244.34
Bradford	Merrimack County	NH	1707	\$178,933	\$ 2,105,018	9%	\$ 89,466.55
Brentwood	Rockingham County	NH	4518	\$473,591	\$ 3,994,040	12%	\$ 236,795.48
Bridgewater	Grafton County	NH	1071	\$112,266	\$ 1,506,520	7%	\$ 56,132.79
Bristol	Grafton County	NH	3096	\$324,532	\$ 6,522,295	5%	\$ 162,266.23
Brookfield	Carroll County	NH	688	\$72,118	\$ 872,847	8%	\$ 36,059.16
Brookline	Hillsborough County	NH	5453	\$571,601	\$ 4,880,995	12%	\$ 285,800.30
Campton	Grafton County	NH	3300	\$345,916	\$ 3,476,103	10%	\$ 172,958.19
Canaan	Grafton County	NH	3899	\$408,705	\$ 3,829,554	11%	\$ 204,352.72
Candia	Rockingham County	NH	3959	\$414,995	\$ 2,798,847	15%	\$ 207,497.41
Canterbury	Merrimack County	NH	2464	\$258,284	\$ 2,741,996	9%	\$ 129,142.11
Carroll	Coos County	NH	747	\$78,303	\$ 1,954,030	4%	\$ 39,151.44
Center Harbor	Belknap County	NH	1097	\$114,991	\$ 2,386,990	5%	\$ 57,495.49
Charlestown	Sullivan County	NH	5021	\$526,317	\$ 5,658,362	9%	\$ 263,158.50
Chatham	Carroll County	NH	364	\$38,156	\$ 207,074	18%	\$ 19,077.81
Chester	Rockingham County	NH	5270	\$552,418	\$ 4,676,900	12%	\$ 276,208.98
Chesterfield	Cheshire County	NH	3627	\$380,194	\$ 3,582,398	11%	\$ 190,096.77
Chichester	Merrimack County	NH	2706	\$283,651	\$ 2,532,681	11%	\$ 141,825.71
Claremont	Sullivan County	NH	12932	\$1,355,573	\$ 22,797,681	6%	\$ 677,786.45
Clarksville	Coos County	NH	251	\$26,311	\$ 343,475	8%	\$ 13,155.30
Colebrook	Coos County	NH	2138	\$224,112	\$ 3,604,146	6%	\$ 112,055.94
Columbia	Coos County	NH	735	\$77,045	\$ 518,786	15%	\$ 38,522.51
Concord	Merrimack County	NH	43627	\$4,573,119	\$ 108,906,069	4%	\$ 2,286,559.65
Conway	Carroll County	NH	10252	\$1,074,647	\$ 11,467,504	9%	\$ 537,323.44
Cornish	Sullivan County	NH	1617	\$169,499	\$ 1,049,482	16%	\$ 84,749.51
Croydon	Sullivan County	NH	765	\$80,190	\$ 510,640	16%	\$ 40,094.85
Dalton	Coos County	NH	885	\$92,768	\$ 731,032	13%	\$ 46,384.24
Danbury	Merrimack County	NH	1226	\$128,513	\$ 1,357,644	9%	\$ 64,256.59
Danville	Rockingham County	NH	4556	\$477,574	\$ 3,317,257	14%	\$ 238,787.12
Deerfield	Rockingham County	NH	4541	\$476,002	\$ 3,918,588	12%	\$ 238,000.95
Deering	Hillsborough County	NH	1973	\$206,816	\$ 2,125,921	10%	\$ 103,408.03
Derry	Rockingham County	NH	33485	\$3,510,003	\$ 48,479,117	7%	\$ 1,755,001.49
Dorchester	Grafton County	NH	356	\$37,317	\$ 457,327	8%	\$ 18,658.52
Dublin	Cheshire County	NH	1543	\$161,742	\$ 2,001,959	8%	\$ 80,871.06
Dummer	Coos County	NH	284	\$29,770	\$ 508,542	6%	\$ 14,884.89
Dunbarton	Merrimack County	NH	2879	\$301,786	\$ 2,546,939	12%	\$ 150,892.92
Durham	Strafford County	NH	16293	\$1,707,883	\$ 27,351,349	6%	\$ 853,941.74
East Kingston	Rockingham County	NH	2418	\$253,462	\$ 2,926,287	9%	\$ 126,731.18
Easton	Grafton County	NH	263	\$27,568	\$ 264,154	10%	\$ 13,784.24
Eaton	Carroll County	NH	400	\$41,929	\$ 580,101	7%	\$ 20,964.63
Effingham	Carroll County	NH	1478	\$154,929	\$ 1,700,337	9%	\$ 77,464.30

OMB Approved No. 1505-0271  
Expiration Date: November 30, 2021

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide]	DUNS Number: [Recipient to provide] Taxpayer Identification Number: [Recipient to provide] Assistance Listing Number: 21.027
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Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

---

Authorized Representative:

Title:

Date signed:

U.S. Department of the Treasury:

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Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY  
CORONAVIRUS LOCAL FISCAL RECOVERY FUND  
AWARD TERMS AND CONDITIONS

1. Use of Funds.
  - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
  - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
  - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
  - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
  - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
  - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
  - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
  - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
  - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
  - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
  - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
  - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
  - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
  - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
  - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
  - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
  - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
  - b. Any debts determined to be owed the federal government must be paid promptly by



Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
  - i. A member of Congress or a representative of a committee of Congress;
  - ii. An Inspector General;
  - iii. The Government Accountability Office;
  - iv. A Treasury employee responsible for contract or grant oversight or management;
  - v. An authorized official of the Department of Justice or other law enforcement agency;
  - vi. A court or grand jury; or
  - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

# PANCIOCCO LAW, LLC

Patricia M. Panciocco \*  
\*Admitted in NH & ME

One Club Acre Lane  
Bedford, New Hampshire 03110  
[www.panciocolaw.com](http://www.panciocolaw.com)

Tel. 603-518-5370  
Fax 603-206-5946  
E-mail: [Pat@panciocolaw.com](mailto:Pat@panciocolaw.com)

April 30, 2021

Town of Auburn  
Board of Selectmen  
c/o William G. Herman, CPM, Town Adm.  
P.O. Box 309  
Auburn, NH 03032-0309

**Re: Tax Lot 017-063, 180 Appleton Road, Auburn, NH**

Dear Mr. Herman:

I represent Daniel and Marjorie Busa who owns a single-family home located at the above-referenced address. The Busa property was originally four (4) separate lots, specifically Lots 71, 72, 73 and 74 created by the plan entitled: *"Plan of Land in Auburn, New Hampshire showing Sun Valley Estates as subdivided for the New England Mortgage Investment Corporation"* dated February 1961, prepared by Robert W. Thorndike recorded in the Rockingham County Registry of Deeds on March 6, 1961 as Plan 03106 ("Plan 3106"). A copy of the Plan is enclosed as Exhibit A and I have highlighted four (4) lots on Page 2.

A fully executed Application for Restoration of Involuntarily Merged Lots Pursuant to RSA 674:39-aa ("Application") countersigned by St. Mary's Bank, an abutter list and a set of mailing labels are also enclosed. The Application requests undeveloped former Lot 71 and 74 shown be also unmerged from the homestead parcel which includes Lots 72 and 73 ("Homestead Parcel").

A current survey of the Busa property prepared by Eric C. Mitchell & Assoc., Inc. confirms none of the existing improvements to the Homestead Parcel are located on Lot 71 or Lot 74. Exhibit B. Also enclosed is a full copy of the chain of title to the Busa property, except for financial encumbrances. Exhibit C. You will also see a 1983 tax lien listing four (4) separate lots before they were renumbered.

While I understand Mr. & Mrs. Busa submitted an application to unmerge all their Lots in March of 2019, the Town never notified them when the Board of Selectmen would review their application. As a consequence, they were never given an opportunity to discuss their application with the Board. They learned their application had been denied when they received the Town's letter alleging actions by the original and subsequent owners of their property warranted the merger of their Lots without any evidence to support that conclusion.


RSA 674:39-aa(II)(b) states:

*"The municipality shall have the burden of proof to show that any previous owner voluntarily merged his or her lots."*

My review of the file confirms there were no facts or evidence produced by the Town showing the former owners engaged in an "*overt action or conduct that indicates an owner regarding said lots as merged*" or they affirmatively requested their lots be merged other than Lot 72 and Lot 73 merged to create the Homestead Parcel. The enclosed Application is different because it only requests Lot 71 and Lot 74 both of which have not been developed or improved, be unmerged.

This letter respectfully requests notice of all action taken by the Town to process the Application be provided to the undersigned including the date when the Application will be reviewed by the Board of Selectmen. Should you have further questions or concerns, feel free to contact me directly.

Sincerely yours,



Patricia M. Panciocco

Enclosures

cc: Client  
Eric C. Mitchell

Town of Auburn, NH  
Application for Restoration of  
Involuntarily Merged Lots Pursuant to RSA 674:39-aa

*Application Information*

Owner(s) Name: <u>Daniel G. &amp; Marjorie P. Busa</u>	
Address/Street Number: <u>180 Appletree Road</u>	
City & State: <u>Auburn, New Hampshire 03032</u>	Telephone (603) 339-1319

*Current Parcel Information (use additional sheet if more than three parcels involved)\**

	Parcel 1	Parcel 2	Parcel 3
Assessor's Map/Lot/Sub	Map 17 Lot 63	Map 17 Lot 63-1	Map17 Lot 63-2
Street Address	180 Appletree Road		
Deed Reference Book/Page	Book 3286, Page 0340		

*\*Please attach a copy of the deed for each parcel. Please also attach any written consent of mortgage holders, relevant surveys, site plans, approved subdivision plans, pre-merger tax bills or other documentation that you think is pertinent. This application must be submitted to the Town of Auburn Board of Selectmen prior to December 31, 2021. Please see the Instructions & General Information for additional details. By submission of this application, the property owner does hereby consent to the inspection of the property by the Town.*

Owner's Signature Daniel Busa Date 4-28-2021  
Owner's Signature Marjorie Busa Date 04/28/2021

St. Mary's Bank does not object to this Application being submitted or approved.

[Signature] 4/28/2021  
Title: Mortgage Servicing Supervisor Date

# **EXHIBIT A**

PLAN OF LAND  
 IN  
 AUBURN, NEW HAMPSHIRE  
 SHOWING  
 "SUN VALLEY ESTATES"

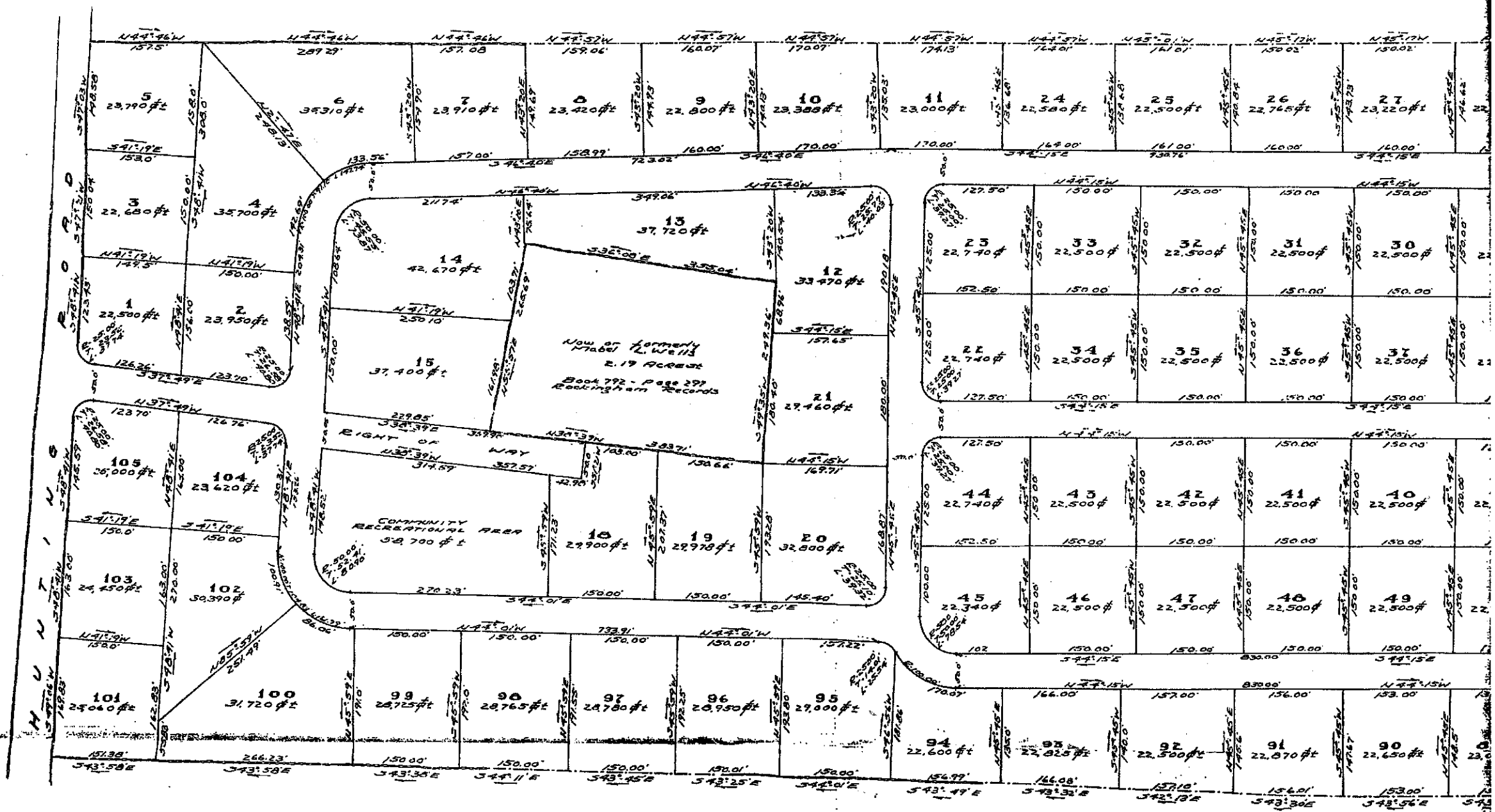
03106  
 11F2

AS SUBDIVIDED FOR  
 NEW ENGLAND MORTGAGE INVESTMENT CORP

SCALE 1" = 60'

FEBRUARY 1961

Formerly Elizabeth Canfield



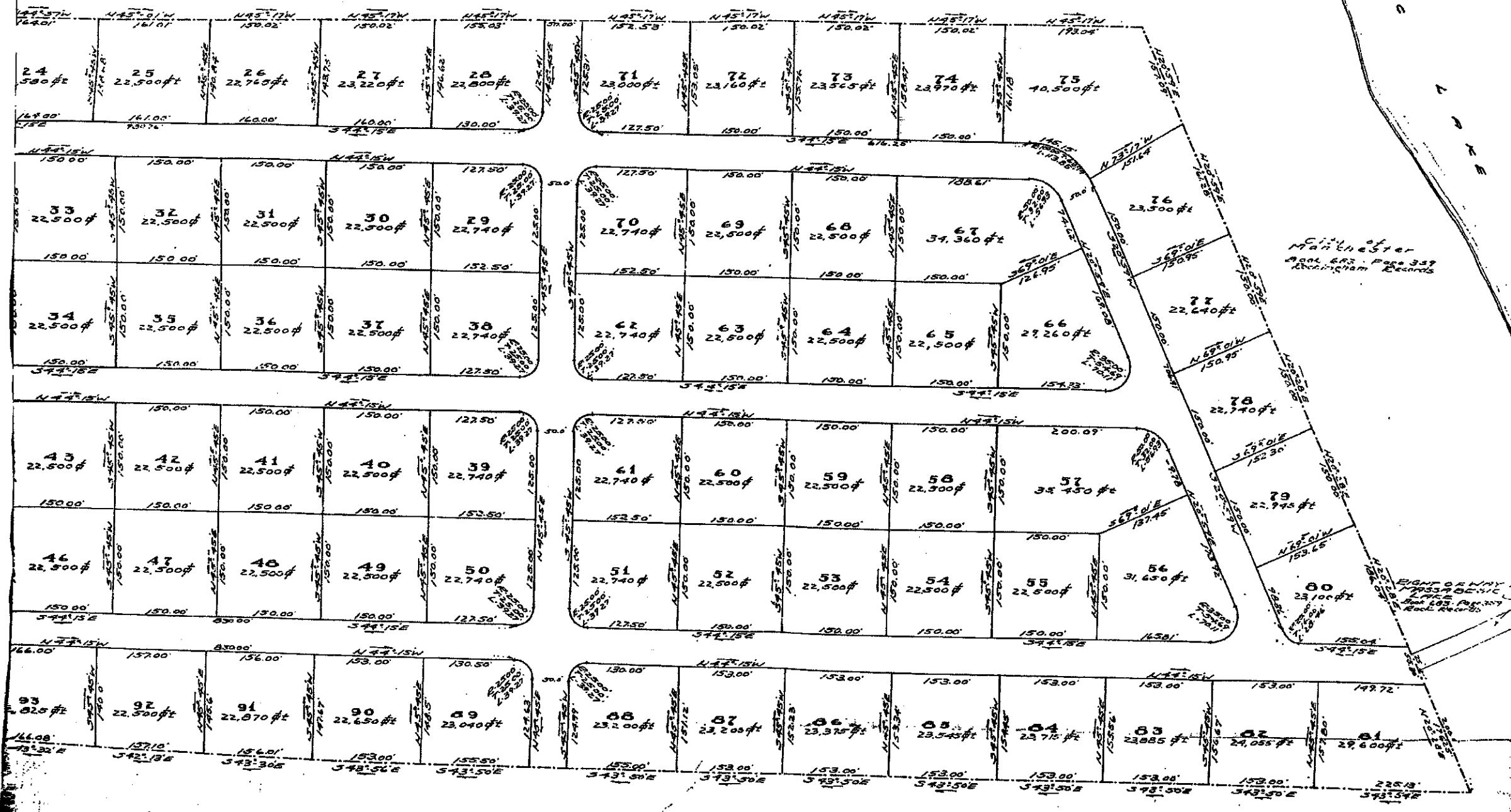
Now or formerly Peterson

CORA

03106  
26F2



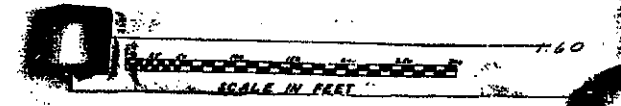
City of Manchester



City of Manchester  
April 24, 1893 - Page 357  
Birmingham Records

RIGHT OF WAY  
1793-1893  
BIRMINGHAM RECORDS

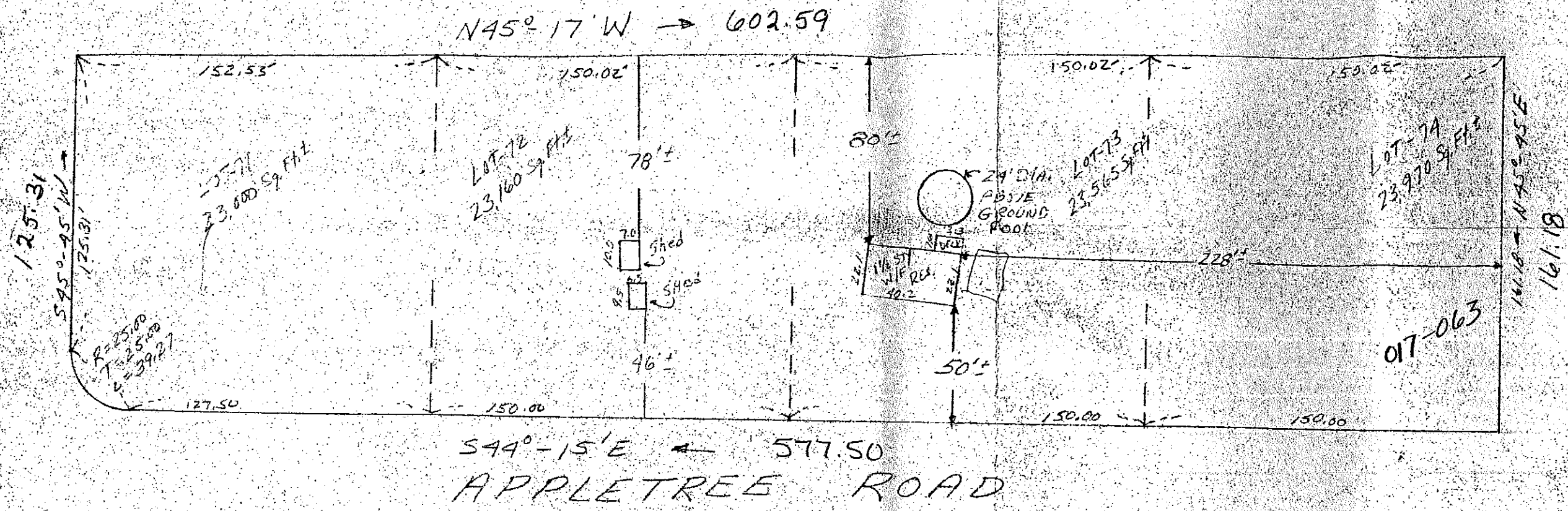
City of Manchester



ROBERT W. THORNDIKE  
SURVEYOR

# **EXHIBIT B**





This plan is for b  
used to locate prop  
I hereby certify  
this plan are to  
that they confa  
of the town of  
county of RO  
constructed.

I hereby certify  
this plan ~~is not~~  
a flood hazard are  
Flood Insurance Pro  
Map.  
COMMUNITY NUM  
EFFECTIVE DATE:

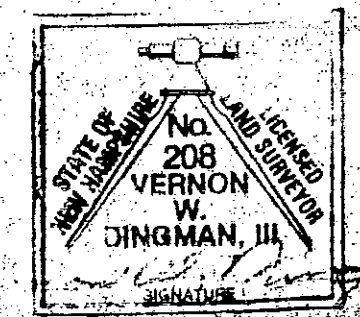
Conveyed as 93,695 sq. ft  
Sept. 1963

PLOT PL

AUBL

Scale: 1" = 50'  
Date: July, 1983

SELLER: PELLETIER  
BUYER: BUSA



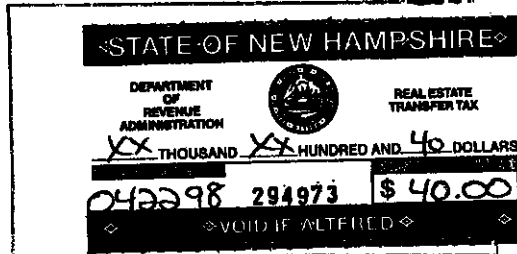
# **EXHIBIT C**

## QUITCLAIM DEED

**Know All Men By These Presents That** Daniel G. Busa and Marjorie P. Busa  
Husband and Wife, and Ralph Christie and Mary Christie, Husband and Wife  
of 180 Appletree Road, Auburn,  
County of Rockingham and State of NH,

for consideration paid, grant to Daniel G. Busa and Marjorie P. Busa, Husband  
and Wife  
of 180 Apple Tree Road, Auburn,  
County of Rockingham and State of NH  
as joint tenants with right of survivorship  
with **QUITCLAIM COVENANTS:**

SEE ATTACHED EXHIBIT A FOR COMPLETE LEGAL DESCRIPTION MADE A  
PART HEREOF.



**Meaning and Intending To** describe and convey all and the same premises as conveyed  
to Daniel Busa and Marjorie Busa, being Husband and Wife, and Ralph  
Christie and Mary Christie, Husband and Wife  
by Warranty Deed of Real G. Pelletier and Juanita L. Pelletier

dated July 15, 1985 recorded with the Rockingham County  
Registry of Deeds at Book 2553 Page 2004.

**The said Grantor(s)**, Daniel, and Marjorie Busa, Husband and Wife  
and Ralph Christie, and Mary Christie, Husband and Wife  
release to said Grantee(s), all rights of homestead and other interests therein.

**In Witness Whereof**, have hereunto set my/our hand(s) this 14th day of  
April, 1998.

Witness

Daniel Busa

Marjorie Busa

Ralph Christie

Mary Christie

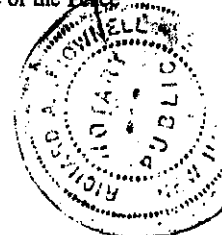
State of New Hampshire  
County of Hillsborough ss.

On this 14th day of April, 1998, personally appeared before me the above named  
Daniel Busa and Marjorie Busa and Ralph Christie and Mary Christie  
and acknowledged the foregoing to be his/her/their free act and deed.

Notary Public Justice of the Peace

My commission expires: 1/12/99

Return to: Daniel G. Busa and Marjorie P. Busa  
180 Apple Tree Road  
Auburn, NH 03032



APR 22 11 21 AM '98

0024549

ROCKINGHAM COUNTY  
REGISTRY OF DEEDS

File No: 98020382

**Exhibit A - Deed**

The tract or parcel of land, with the buildings thereon, located in Auburn, County of Rockingham and State of New Hampshire, and being shown as Lots #71, #72, #73 and #74 on "Plan of Land in Auburn, New Hampshire, Showing Sun Vallee Estates, as Subdivided for the New England Mortgage Investment Corp., Scale 1" (= 60', FEBRUARY 1961, ROBERT W. THORNDIKE, SURVEYOR, WINDHAM, NH", SAID PLAN I having been filed in the Rockingham County Registry of Deeds, Plan Book 103, Plan 2, and further bounded and described as follows:

Being on the Southwesterly side of a proposed road as shown on the above plan referred to and being Lots #71, #72, #73, and #74 on said Plan, bounded and described as follows:

NORTHEASTERLY by said proposed road five hundred seventy-seven and 50/100ths (577.50) feet;

NORTHWESTERLY by Lot #75 on said plan one hundred sixty-one and 18/100ths (161.18) feet;

SOUTHWESTERLY by land shown on said Plan now or formerly of the City of Manchester six hundred two and 59/100ths (602.59) feet;

SOUTHEASTERLY by another proposed road shown on said Plan one hundred twenty-five and 31/100ths (125.31) feet; and

EASTERLY by a curved line as shown on said Plan thirty-nine and 27/100ths (39.27) feet.

Containing according to said Plan 93,695 square feet.

Be said contents and any and all of said measurements more or less and meaning and intending to convey and hereby conveying all and singular the granted premises however otherwise the same may be measured, bounded or described.

Said premises are conveyed (a) subject to any and all restrictions and conditions or record which are still in force and effect, and (b) together with the right and easement to use all streets as shown on said Plan in common with others entitled to use said streets as said streets are now open or may hereafter be opened, and (c) subject to restrictions and covenants recorded in said Registry of Deeds, Volume 1686, Page 243.

# B3248 P2663

PROPERTY OWNER	OLD		MAP & LOT	NEW	
	NUMBER	OLD STREET NAME		NUMBER	NEW STREET NUMBER
MERCER, DENNIS & BOLAND, SUSAN	0008	ACORN AVE	13-023-008-000	18	ACORN AVE
SAWYER, DAVID M	0009	ACORN AVE	13-023-008-000	29	ACORN AVE
COLVIN, RONALD G & REGINA M	0010	ACORN AVE	13-023-010-000	21	ACORN AVE
WOZNAK, MICHAEL J & JEAN M	0011	ACORN AVE	13-023-011-000	15	ACORN AVE
VARGAS, WAYNE W & ANN MARIE	0012	ACORN AVE	13-023-024-000	10	ACORN AVE
COUTURE, MARIO B & LORNA J	8	SO ALLEN AVE	22-030-000-000	9	ALLEN AVE
KLOCEK, SCOTT & MELISSA	12	SO ALLEN AVE	22-029-000-000	11	ALLEN AVE
MANCHESTER WATER WORKS	25-10	ALLEN AVE	25-010-000-000		ALLEN AVE
ELLISON, MILDRED L	0001	APPLETREE RD	18-047-000-000	275	APPLETREE RD
TRIMBLE, DANIEL E	0003	APPLETREE RD	18-043-000-000	272	APPLETREE RD
LAWRENCE, JACQUELINE A	0007	APPLETREE RD	18-046-000-000	281	APPLETREE RD
LENEHAN, JOSEPH E & KAREN M	0008	APPLETREE RD	18-044-000-000	284	APPLETREE RD
VACHON, RONALD & KELLIE	0009	APPLETREE RD	17-008-000-000	244	APPLETREE RD
CANAVAN, JOHN M & LISA J	0010	APPLETREE RD	17-008-000-000	252	APPLETREE RD
MARCHAND, GEORGE E & VICTORIA E	0014	APPLETREE RD	17-010-000-000	240	APPLETREE RD
DAHOOD, EDWARD M	0018	APPLETREE RD	17-011-000-000	230	APPLETREE RD
CHAMBERLAIN, VICTORIA G	0019	APPLETREE RD	17-021-000-000	223	APPLETREE RD
MCLEAN, COLIN F JR & KAREN E	0022	APPLETREE RD	17-013-000-000	222	APPLETREE RD
MILLER, JOHN C & CAROL A	0024	APPLETREE RD	17-014-000-000	212	APPLETREE RD
BERDAHL, ROBERT J & VIRGINIA M	0027	APPLETREE RD	17-017-000-000	195	APPLETREE RD
DAOUST, MICHAEL H & JACQUELINE M	0028	APPLETREE RD	17-016-000-000	200	APPLETREE RD
BORUN, MARK A & JEANNETTE	0031	APPLETREE RD	17-058-000-000	183	APPLETREE RD
BUSA, DANIEL & MARJORIE	0036	APPLETREE RD	17-083-000-000	180	APPLETREE RD
LALIBERTE, ALBERT & TRACY	0037	APPLETREE RD	17-056-000-000	175	APPLETREE RD
MERULLO, FERNE G	0038	APPLETREE RD	17-084-000-000	168	APPLETREE RD
ALLARD, RACHEL	0040	APPLETREE RD	17-085-000-000	158	APPLETREE RD
HARNUM, KENNETH J	0041	APPLETREE RD	17-055-000-000	159	APPLETREE RD
SACKRISON, EDWIN & LOUISE	0042	APPLETREE RD	17-086-000-000	156	APPLETREE RD
MARCINIAK, ELAINE	0044	APPLETREE RD	17-087-000-000	154	APPLETREE RD
EDWARDS, JAMES W	0046	APPLETREE RD	17-088-000-000	140	APPLETREE RD
EMERSON, WALTER	0052	APPLETREE RD	17-071-000-000	136	APPLETREE RD
MICHAUD, GARY B & CAROLYN E	0053	APPLETREE RD	17-045-000-000	145	APPLETREE RD
HARNUM, ROBERT G JR	0027	OAKTREE RD		147	APPLETREE RD
MARTIN, RONALD R & NANCY E	0057	APPLETREE RD	17-044-000-000	121	APPLETREE RD
LEVESQUE, RAYMOND P & DONNA M	0059	APPLETREE RD	17-042-000-000	109	APPLETREE RD
SMITH, DELMAR O & DEBORA L ANCTIL-	0063	APPLETREE RD	17-041-000-000	101	APPLETREE RD
BAKER, LIGAYA	0064	APPLETREE RD	17-077-000-000	100	APPLETREE RD
THOMPSON, LOUIS M & GAIL R	0065	APPLETREE RD	17-040-000-000	89	APPLETREE RD
DUSTIN, ANNE M	0066	APPLETREE RD	17-078-000-000	96	APPLETREE RD
THE GRANT A GIBBY CHILDREN TRUST	0068	APPLETREE RD	17-079-000-000	84	APPLETREE RD
VANLAARHOVEN, GARY & HOLLY R	0069	APPLETREE RD	17-036-000-000	83	APPLETREE RD
LORENZO, CHRISTOPHER & MATTE, KYMM M	0072	APPLETREE RD	17-061-000-000	70	APPLETREE RD
CHAPMAN, BARBARA A	0073	APPLETREE RD	17-036-000-000	69	APPLETREE RD
TOTO, ANTHONY C SR	0074	APPLETREE RD	17-082-000-000	68	APPLETREE RD
SURPRENANT, DAVID A & SUSAN A	0075	APPLETREE RD	17-033-000-000	63	APPLETREE RD
RAICHE, PAUL M & DEBORAH M	0076	APPLETREE RD	17-083-000-000	66	APPLETREE RD
PARIZO, PAUL & ANNE	0080	APPLETREE RD	17-085-000-000	46	APPLETREE RD
ALLEN, RICHARD S & ISABELLE	0081	APPLETREE RD	17-002-000-000	47	APPLETREE RD
BORDEAU, BRADLEY M & JUDITH E	0083	APPLETREE RD	17-001-000-000	41	APPLETREE RD
BELAND, GERARD L & FAYTH H	0084	APPLETREE RD	17-086-000-000	44	APPLETREE RD
HOLLEN, JOSEPH W & SUN HEE	0088	APPLETREE RD	18-050-000-000	36	APPLETREE RD
GRAMATIKAS, GARY A	0090	APPLETREE RD	18-052-000-000	20	APPLETREE RD

KNOW ALL MEN BY THESE PRESENTS, That WE, REAL G. PELLETIER & JUANITA L. PELLETIER, being husband and wife, of Auburn, County of Rockingham and State of New Hampshire

for consideration paid, grant to Daniel Buss and Marjorie Buss, being husband and wife, both of 36 Appletree Road, Auburn, Rockingham County, State of New Hampshire and Ralph Christie and Mary Christie, being husband and wife of 36 Appletree Road, Auburn, N.H.  
with warranty covenants

as joint tenants with rights of survivorship.

That tract or parcel of land, with the buildings thereon, located in Auburn, County of Rockingham and State of New Hampshire, and being shown as Lots #71, #72, #73 and #74 on "Plan of Land in Auburn, New Hampshire, Showing Sun Valley Estates, as Subdivided for the New England Mortgage Investment Corp., Scale 1"=60', February 1961, Robert W. Thorndike, Surveyor, Windham, NH", said Plan having been filed in Rockingham County Registry of Deeds, Plan Book 103, Plan 2, and further bounded and described as follows:

Being on the Southwesterly side of a proposed road as shown on the above plan referred to and being Lots #71, #72, #73, and #74 on said Plan, bounded and described as follows:

NORTHEASTERLY by said proposed road five hundred seventy-seven and 50/100ths (577.50) feet;  
NORTHWESTERLY by Lot #75 on said plan one hundred sixty-one and 18/100ths (161.18) feet;  
SOUTHWESTERLY by land shown on said Plan now or formerly of the City of Manchester six hundred two and 59/100ths (602.59) feet;  
SOUTHEASTERLY by another proposed road shown on said Plan one hundred twenty-five and 31/100ths (125.31) feet; and  
EASTERLY by a curved line as shown on said Plan thirty-nine and 27/100ths (39.27) feet.

Containing according to said Plan 93,695 square feet.

Be said contents and any and all of said measurements more or less and meaning and intending to convey and hereby conveying all and singular the granted premises however otherwise the same may be measured, bounded or described.

Said premises are conveyed (a) subject to any and all restrictions and conditions or record which are still in force and effect, and (b) together with the right and easement to use all streets as shown on said Plan in common with others entitled to use said streets as said streets are now open or may hereafter be opened, and (c) subject to restrictions and covenants recorded in said Registry of Deeds, Volume 1686, Page 243.

Being the same premises conveyed to these grantors by deed of Robert J. Corriveau dated November 22, 1977 and recorded in Rockingham County Registry of Deeds, Book 2186, Page 258.



And we, being <sup>6</sup> wife; husband and grantors, release to said grantee all rights of dower, curtesy and homestead and other interests therein.

Dated this 15th day of July 1985.

Real G. Pelletier  
Juanita L. Pelletier

State of New Hampshire

ROCKINGHAM ss.:

July 15 A.D. 19 85

Personally appeared Real G. Pelletier and Juanita L. Pelletier

known to me, or satisfactorily proven, to be the person s whose name s are subscribed to the foregoing instrument and acknowledged that he y executed the same for the purposes therein contained.

Before me,

Notary Public

JUL 16 7 34 AM '85  
Rockingham County  
Registry of Deeds  
310532

Use this form and send to Register of Deeds by Registered  
Mail or deliver in person within 15 days after payment.  
R.S.A. 80:33

BK2493 P0398

No. \_\_\_\_\_ of 19  
Date MAY 24, 1984

MAY 23 12 12 PM '84

Rockingham County  
Register of Deeds

17905

REPORT OF TAXES PAID BEFORE SALE

LEVY OF 1983

Town/City AUBURN, N.H.

Register of Deeds, EXETER, N.H.

You are hereby advised that payment has been made of the taxes on the following described property advertised for sale in  
the town/city AUBURN, N.H. on MAY 1 - 3 - 4  
(use full names and descriptions—do not abbreviate)

OWNER OR PERSON TAXED AND DESCRIPTION OF REAL ESTATE	VOLUME- PAGE	AMOUNT ADVERTISED	PAID BY	DATE PAID
DUGGEN, CHARLES J. & SHIRLEY A. - LAND AND BUILDINGS ON BUNKER HILL ROAD	2489 1547	1,902.13	OWNER	5/1/84
EATON, ALBERT E. II & DENISE C. - LAND AND BUILDINGS ON EATON HILL ROAD	2489 1547	1,672.43	OWNER	5/1/84
BARIBEAU, RICHARD & JANE - LAND AND BUILDINGS ON S/S RATTLESNAKE HILL ROAD	2489 1544	496.55	OWNER	5/3/84
BRIEN, MICHAEL P. & ELIZABETH ANNE- LAND AND BUILDINGS ON CALEF ROAD	2489 1545	1,706.14	OWNER	5/3/84
KOHUT, RICHARD A. & ROBYN LE - LAND AND BUILDINGS ON S/S CALEF ROAD	2489 1551	1,591.30	OWNER	5/3/84
PELLLETIER, REAL G. & JUANITA L. - LAND AND BUILDINGS ON W/S APPLE - TREE ROAD, LOTS # 60 - 63	2489 1555	1,336.31	OWNER	5/3/84
ROYER, RITA - LAND ON WILSON : CROSSING ROAD	2489 1556	343.28	OWNER	5/3/84
ROYER, RITA - LAND ON S/S WILSON CROSSING ROAD	2489 1556	492.33	OWNER	5/3/84
ROYER, RITA - LAND ON S/S WILSON CROSSING ROAD	2489 1556	470.78	OWNER	5/3/84
STANFORD, CHARLES D. & GENE L. - LAND AND BUILDINGS ON DEARBORN ROAD	2489 1557	221.54	OWNER	5/3/84
PAPLASKAS, ALAN J. & PLAYDON, SHERYL L. - BUILDING ON LAKE	2489 1554	944.36	OWNER	5/4/84

Linda L. Theriault  
Tax Collector

page 3 of 10 pages

# DEED OF WARRANTY

2299-0349

AND I, Robert J. Corriveau,

South Bow Road, Hooksett, Merrimack County, State of  
New Hampshire, for consideration paid, grant to Real G. Pelletier and Juanita L. Pelletier,  
husband and wife, as joint tenants with rights of survivorship, both

of Suncook Merrimack County, State of  
New Hampshire, with WARRANTY covenants,

That tract or parcel of land, with the buildings thereon, located in Auburn,  
County of Rockingham, State of New Hampshire, and being shown as Lots #71, #72, #73  
and #74 on a "Plan of Land in Auburn, New Hampshire showing Sun Vallee Estates as Sub-  
divided for the New England Mortgage Investment Corp., Scale: 1"=60', Feb. 1961, Robert  
W. Thorndike, Surveyor, Windham, N.H.," said plan having been filed in Rockingham County  
Registry of Deeds, Plan Book 103, Plan 2, and further bounded and described as follows:

Being on the Southwesterly side of a proposed road as shown on the above plan re-  
ferred to and being Lots #71, #72, #73 and #74 on said plan, bounded and described as  
follows:

NORTHEASTERLY by said proposed road five hundred seventy-seven and 50/100ths  
(577.50) feet;

NORTHWESTERLY by Lot #75 on said plan one hundred sixty-one and 18/100ths (161.18)  
feet;

SOUTHWESTERLY by land shown on said plan now or formerly of the City of Manchester  
six hundred two and 59/100ths (602.59) feet;

SOUTHEASTERLY by another proposed road shown on said plan one hundred twenty-five  
and 31/100ths (125.31) feet; and

EASTERLY by a curved line as shown on said plan thirty-nine and 27/100ths (39.27)  
feet. Containing according to said plan 93,695 square feet.

Be said contents and any and all of said measurements more or less and meaning and  
intending to convey and hereby conveying all and singular the granted premises however  
otherwise the same may be measured, bounded or described.

Said premises are conveyed (a) subject to any and all restrictions and conditions  
of record which are still in force and effect, and (b) together with the right and ease-  
ment to use all streets as shown on said plan in common with others entitled to use said  
streets as said streets are now open or may hereafter be opened, and (c) subject to re-  
strictions and covenants recorded in said Registry of Deeds, volume 1686, page 243.

Said premises are the same premises conveyed to the said Robert J. Corriveau by  
Samuel Blonder and Sylvia R. Blonder by deed dated May 4, 1977 and recorded in said  
Registry of Deeds, volume 2281, page 770.

SAID PREMISES ARE NOT SUBJECT TO HOMESTEAD OR OTHER MARITAL RIGHTS.



of said Grantor return to said Grantor all rights of

WITNESS my hand and seal this 22nd day of November, 1977.

Witness:

*Helen B. Bliss*

*Robert J. Corriveau*  
Robert J. Corriveau

STATE OF NEW HAMPSHIRE  
Hillsborough ss.

November 22, 1977.

Before me,

Robert J. Corriveau

Personally appeared and acknowledged the foregoing instrument to  
be his voluntary act and deed.

*Helen B. Bliss*  
Justice of the Peace  
NEW HAMPSHIRE



33640-R

2281-0772

Know all Men by these Presents

10107

shire,  
 THAT L. Robert J. Corriveau of Hooksett, Merrimack County, New Hampshire mortgagee (s)  
 for consideration paid, grant to Samuel Blonder  
 of 108 Andrew Street, Newton, County of Middlesex, Commonwealth of Massachusetts  
 with mortgage covenants to secure (a) the payment of Five Thousand and 00/100 (\$5,000.00)  
 ----- dollars, with ten per cent interest, payable monthly  
 ----- and (b) perform the agreements and conditions as provided in this mortgage and in a note of even date.

That tract or parcel of land, with the buildings thereon, located in Auburn, New Hampshire and being shown as Lots #71, #72, #73 and #74 on a "Plan of Land in Auburn, N.H. showing Sun Vallee Estates as Subdivided for the New England Mortgage Investment Corp., Scale: 1"=60', February 1961, Robert W. Thorndike, Surveyor, Windham, New Hampshire," said plan having been filed in Rockingham County Registry of Deeds, Plan Book 103, Plan 2.

Said premises are conveyed subject to any and all restrictions and conditions of record which are still in force and effect.

The said premises are conveyed together with the right and easement to use all streets as shown on said plan in common with others entitled to use said streets as shown on said plan in common with others entitled to use said streets as said streets are now open or may hereafter be opened.

The property is conveyed to the grantees, their heirs, executors, administrators and assigns, subject to the following restrictions and covenants as recorded in the Rockingham County Registry of Deeds, volume 1686, page 243.

Said premises are the same premises conveyed to the said Robert J. Corriveau by Samuel Blonder and Sylvia R. Blonder by deed dated May 4, 1977, to be recorded in said Registry of Deeds.

This mortgage is given subject to a prior mortgage from said Robert J. Corriveau to The Merchants Savings Bank of Manchester, New Hampshire dated May 1977, to be recorded herewith.

Said premises are not subject to homestead or other marital rights.  
 This mortgage is upon the statutory conditions, for any breach of which the mortgagee shall have the statutory power of sale.

Advertising of any foreclosure notice shall be in some newspaper published in Rockingham County, N.H.  
 The proceeds of such sale shall be charged with the expenses thereof, including attorney's reasonable fees.

~~with~~  
~~other interests in the mortgaged premises.~~

WITNESS my hand and seal this 4th day of May, 1977.  
 Witness: [Signature]  
Robert J. Corriveau  
 Robert J. Corriveau

STATE OF NEW HAMPSHIRE  
 Hillsborough ss.  
May 4th, 1977  
 Before me,

Robert J. Corriveau  
 Personally appeared and acknowledged the foregoing instrument to be his voluntary act and deed.  
[Signature]  
 Justice of the Peace  
 Nancy Dullin

77 MAY -6 12:18  
 REC'D ROCKINGHAM COUNTY  
 REGISTRY OF DEEDS

STATUTE FORM OF QUITCLAIM DEED

16588-243

NEW ENGLAND MORTGAGE INVESTMENT CORPORATION, a corporation duly organized under the laws of the Commonwealth of Massachusetts, and having a usual place of business in Lawrence, Massachusetts, for consideration paid, grants to SAMUEL BLONDER and SYLVIA R. BLONDER, husband and wife, as joint tenants and not as tenants in common, with rights of survivorship, both of Newton Highlands, Massachusetts, with QUITCLAIM COVENANTS, the following tract or parcel of land:

That tract or parcel of land located in Auburn, New Hampshire and being shown as Lots #71, #72, #73, and #74 on a "Plan of Land in Auburn, New Hampshire Showing Sun Valles Estates as Subdivided for the New England Mortgage Investment Corp., Scale 1" = 60', February 1961, Robert W. Thorndike, Surveyor, Windham, New Hampshire", said plan having been filed in Rockingham Registry of Deeds, Plan Book 103, Plan 2, and further bounded and described as follows:

Being on the Southwesterly side of a proposed road as shown on the plan above referred to and being Lots #71, #72, #73, and #74 on said plan and bounded and described as follows:

NORTHEASTERLY by said proposed road 577.50 feet;  
NORTHWESTERLY by Lot #75 on said plan 161.18 feet;  
SOUTHWESTERLY by land shown on said plan now or formerly of the City of Manchester 602.59 feet;  
SOUTHEASTERLY by another proposed road shown on said plan 125.31 feet; and  
EASTERLY by a curved line as shown on said plan 39.27 feet.  
Containing according to said plan 93,695 square feet.

Be said contents and any and all of said measurements more or less and meaning and intending to convey and hereby conveying all and singular the granted premises however otherwise the same may be measured, bounded or described.

Said premises are conveyed subject to any and all restrictions and conditions of record which are still in force and effect.

The said lot is conveyed together with the right and easement to use all streets as shown on said plan in common with others entitled to use said streets as said streets are now open or may hereafter be opened.

The property is conveyed to the grantees, their heirs, executors, administrators and assigns, subject to the following restrictions and covenants which shall run with the land:

RESTRICTION

- (1.) No tents or trailers, or temporary buildings, may be placed on said lots.
- (2.) No building shall be erected, placed, maintained, or altered until the plans, specifications and plot plans have been approved in writing by the Seller, its successors or assigns. No building shall be located nearer than 30 feet to the front line nor nearer than 25 feet from the line of the adjoining premises. Nor shall any dwellings be of dimensions less than 300 square feet of living area.
- (3.) All buildings erected on the property shall be completely finished on the outside, the property cleaned up and landscaped within ninety (90) days from the date of the building permit.
- (4.) There shall be no building constructed or erected on this property other than one-family dwelling, with or without private garage for private use only, which must conform with said dwelling. All buildings constructed of wood must be shingled, stained or painted with two coats of paint. The parcels hereby conveyed shall be used for residential purposes only.
- (5.) There shall be no livestock, animal, or poultry, kept or maintained on the premises, other than household pets.
- (6.) The lots shall not be used for outside storage of materials of any kind or description. Nor shall signs for advertising purposes be erected on the premises. No used cars, wrecked cars or other unsightly debris can be kept on the land nor can the land be used for dumping rubbish, trash, or other refuse matter.
- (7.) The landscaping of the lots must at all times, be maintained in a neat and attractive appearance. Bushes, grass, brush and other growing matter must be kept cut and trimmed at all times.
- (8.) Every structure, or addition thereto, shall be built upon a masonry foundation.
- (9.) No outside toilets shall be erected on the lots. That sewage from any buildings erected on the lots shall be cared for by the owner or occupants installing a septic tank which shall at all times be maintained in a proper sanitary condition, and that no privy vaults or cesspools shall be maintained on said premises.
- (10.) All structures must comply with municipal and governmental laws, ordinances, and regulations and if any restrictions or conditions herein do not comply therewith it shall not be construed as a waiver by the Seller of compliance with such laws, ordinances and regulations.
- (11.) The foregoing restrictions shall be deemed and considered covenants running with said premises and shall be binding upon the Purchaser, heirs, executors, administrators and assigns.

Del.

W.A. McNamee

U.S. Rev.  
Stamp

\$3.30

1686 244

144

1855-204

Being a portion of the premises conveyed to the grantor herein by deed of Charles B. McLaughlin, recorded June 2, 1960 in Rockingham County Registry of Deeds, Book 1247, Page 260.

In Witness Whereof the said New England Mortgage Investment Corporation has caused this instrument to be executed by John F. Foley, its Treasurer hereunto duly authorized and its corporate seal to be hereto affixed this 31st day of July 1963.

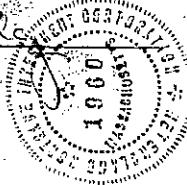
Witness:

NEW ENGLAND MORTGAGE INVESTMENT CORPORATION

*William A. McNamara*

BY

*John F. Foley*  
Treasurer



COMMONWEALTH OF MASSACHUSETTS

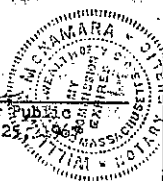
Middlesex, ss.

Lowell, Mass. July 31, 1963

Then personally appeared the above named John F. Foley and acknowledged the foregoing instrument to be the voluntary act and deed of the New England Mortgage Investment Corporation, before me,

*William A. McNamara*

William A. McNamara, Notary Public  
My commission expires Feb. 25, 1965



REC'D &amp; RECORDED SEP 4 1963 1:45 A.M.



# TOWN OF AUBURN

March 26, 2019

Mr. and Mrs. Daniel Busa  
180 Appletree Road  
Auburn, NH 03032

Dear Mr. and Mrs. Busa:

I am writing on behalf of the Board of Selectmen who received your "Application for Restoration of Involuntarily Merged Lots" for your property located at 180 Appletree Road dated March 3, 2019 and considered it on its merits at their meeting on March 25, 2019.

Your application sought to separate the current property comprising a total of 93,695 sq. ft. into four lots each containing approximately 23,000 sq. ft. as was originally established by the Sun Valley Estates subdivision in 1961.

Unfortunately, the Restoration of Involuntarily Merged Lots pursuant to RSA 674:39-aa does not apply in this situation. The state statute specifically requires the former lots to have been merged by an act of the municipal government without the consent of the property owner.

In this instance, the Town of Auburn took no action to combine the original four lots into one. The action was taken by the original subdivider, New England Mortgage Investment Corporation, in September 1963 when they conveyed to Samuel & Silvia Blonder the four lots as one parcel containing 93,695 sq. ft. The deed description of the boundary correlates with the plot plan for the four lots being treated as one. Subsequent sales and actions of the property to date, including a 1977 building permit and septic design approved by the NH Department of Environmental Services, were based on the premise of all lots combined as one.

As this was an act of the original and subsequent land owners, it was not an action taken by the municipal government to merge the lots together for zoning, assessing or taxation purposes without the property owners consent. Therefore, the Board of Selectmen had no choice but to deny your "Application for Restoration of Involuntarily Merged Lots".

Thank you in advance for your consideration.

Sincerely,  
TOWN OF AUBURN

William G. Herman, CPM  
Town Administrator

Cc: Board of Selectmen  
Code Enforcement Officer



## TOWN OF AUBURN, NEW HAMPSHIRE BUILDING DEPARTMENT

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### Zoning Determination

---

**Property Location:** 180 Appletree Road, Auburn, NH

**Tax Map/Lot #** 017-063

**Zoning District:** Residential One (R-1)

**Other:**

**Property Owner(s):** Daniel & Marjorie Busa

**Current Use of Property:** Single family home (1977) Detached 1.75 story garage (1995)

**Proposal:** Request by property owner to un-merge lots to original subdivision status (?)

**Zoning Determination:**

Original subdivision of Sun Valley Estates in 1961 consisted of (4) lots each containing about 23,000 sq. ft. each (Lots # 71, 72, 73, 74). The 4 lots were conveyed by subdivider (New England Mortgage Investment Corp) to Samuel & Silvia Blonder in September 1963 as one parcel containing 93,695 sq. ft. Description of boundary also correlates with plot plan.

In 1977 a building permit was issued for a new home. Application indicated lot described as being 2 acres. In 1977 a septic design was submitted to and approved by State of NH DES based on the premise of all lots combined as one.

It is my interpretation that this property does not meet the statutory requirements for un-merger. There is no evidence that the lots were involuntarily merged by a municipal action. Based on recorded deeds, the lot was combined by the original developer and conveyed as one lot consisting of 93,695 sq. ft.

Prior to any further consideration of un-merger I would request the opportunity to further comment.

**Carrie Rouleau-Côté**  
**Building Official/Code Enforcement Officer**

**Date:** 03/20/2019



## TOWN OF AUBURN

# NOTICE

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status.

Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

To restore your property to pre-merger status, you must:

- Make a request to the local governing body
- No later than December 31, 2021.

Once restored:

- Your properties will once again become separate lots; however, they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.

*Read the full statute at RSA 674:39-aa Restoration of Involuntarily Merged Lots.*

144  
STATUTE FORM OF QUITCLAIM DEED

1686-243

NEW ENGLAND MORTGAGE INVESTMENT CORPORATION, a corporation duly organized under the laws of the Commonwealth of Massachusetts, and having a usual place of business in Lawrence, Massachusetts, for consideration paid, grants to SAMUEL BLONDER and SYLVIA R. BLONDER, husband and wife, as joint tenants and not as tenants in common, with rights of survivorship, both of Newton Highlands, Massachusetts, with QUITCLAIM COVENANTS, the following tract or parcel of land:

That tract or parcel of land located in Auburn, New Hampshire and being shown as Lots #71, #72, #73, and #74 on a "Plan of Land in Auburn, New Hampshire Showing Sun Valles Estates as Subdivided for the New England Mortgage Investment Corp., Scale 1" = 60', February 1961, Robert W. Thorndike, Surveyor, Windham, New Hampshire", said plan having been filed in Rockingham Registry of Deeds, Plan Book 103, Plan 2, and further bounded and described as follows:

Being on the Southwesterly side of a proposed road as shown on the plan above referred to and being Lots #71, #72, #73, and #74 on said plan and bounded and described as follows:

NORTHEASTERLY by said proposed road 577.50 feet;  
NORTHWESTERLY by Lot #75 on said plan 161.18 feet;  
SOUTHWESTERLY by land shown on said plan now or formerly of the City of Manchester 602.59 feet;  
SOUTHEASTERLY by another proposed road shown on said plan 125.31 feet; and  
EASTERLY by a curved line as shown on said plan 39.27 feet.  
Containing according to said plan 93,695 square feet.

Be said contents and any and all of said measurements more or less and meaning and intending to convey and hereby conveying all and singular the granted premises howsoever otherwise the same may be measured, bounded or described.

Said premises are conveyed subject to any and all restrictions and conditions of record which are still in force and effect.

The said lot is conveyed together with the right and easement to use all streets as shown on said plan in common with others entitled to use said streets as said streets are now open or may hereafter be opened.

The property is conveyed to the grantees, their heirs, executors, administrators and assigns, subject to the following restrictions and covenants which shall run with the land:

RESTRICTION

- (1.) No tents or trailers, or temporary buildings, may be placed on said lots.
- (2.) No building shall be erected, placed, maintained, or altered until the plans, specifications and plot plans have been approved in writing by the Seller, its successors or assigns. No building shall be located nearer than 30 feet to the front line nor nearer than 25 feet from the line of the adjoining premises. Nor shall any dwellings be of dimensions less than 300 square feet of living area.
- (3.) All buildings erected on the property shall be completely finished on the outside, the property cleaned up and landscaped within ninety (90) days from the date of the building permit.
- (4.) There shall be no building constructed or erected on this property other than one-family dwelling, with or without private garage for private use only, which must conform with said dwelling. All buildings constructed of wood must be shingled, stained or painted with two coats of paint. The parcels hereby conveyed shall be used for residential purposes only.
- (5.) There shall be no livestock, animal, or poultry, kept or maintained on the premises, other than household pets.
- (6.) The lots shall not be used for outside storage of materials of any kind or description. Nor shall signs for advertising purposes be erected on the premises. No used cars, wrecked cars or other unsightly debris can be kept on the land nor can the land be used for dumping rubbish, trash, or other refuse matter.
- (7.) The landscaping of the lots must at all times, be maintained in a neat and attractive appearance. Bushes, grass, brush and other growing matter must be kept cut and trimmed at all times.
- (8.) Every structure, or addition thereto, shall be built upon a masonry foundation.
- (9.) No outside toilets shall be erected on the lots. That sewage from any buildings erected on the lots shall be cared for by the owners or occupants installing a septic tank which shall at all times be maintained in a proper sanitary condition, and that no privy vaults or cesspools shall be maintained on said premises.
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Del.  
W. A. McNamee

U.S. Rev.  
Stamp

\$3.30

Deed Sept. 4, 1963

1686 344

144

1686 344

Being a portion of the premises conveyed to the grantor herein by deed of Charles S. McLaughlin, recorded June 2, 1960 in Rockingham County Registry of Deeds, Book 1847, Page 260.

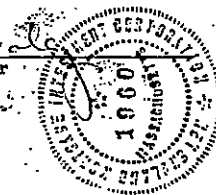
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Witness:

NEW ENGLAND MORTGAGE INVESTMENT CORPORATION

William A. McNamara

BY

John F. Foley  
Treasurer

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

Lowell, Mass. July 31, 1963

Then personally appeared the above named John F. Foley and acknowledged the foregoing instrument to be the voluntary act and deed of the New England Mortgage Investment Corporation, before me,

William A. McNamara  
William A. McNamara, Notary Public  
My commission expires Feb. 25, 1968



REC'D &amp; RECORDED SEP 4 1963 1:45 PM.



3-8  
30

Lot # 74

# PROPERTY RECORD

MAP NO. 17 LOT NO. 63 LOCATION Sun Valley 180 Appletree Rd SIZE 150' x 150' L. Ac

NAME OF OWNER	ADDRESS	DATE	BOOK	PAGE
Blonder, Samuel & Sylvia R.	108 Andrew St. Newton Highlands, Mass. 02161	9/4/67	1686	243
Corriveau, Robert J.		5/4/77	2281	0770
Pelletier, Real G. & Juanita L.	36 Appletree Rd.	11/22/77	2299	0349
BUSA, Daniel & Marjorie CHRISTIE, Ralph & Mary	180 Appletree Rd., PO Box 7 Auburn, N. H. 03032	07/15/85	2553	2004
BUSA, Daniel G + Marjorie P	180 Appletree Rd P.O. Box 7 Auburn, N.H. 03032	07/16/85		
		4/14/98	3286	340

## ASSESSMENT RECORD

ITEMS	19	19	19	19	19	19	19
LAND							
BLDGS							
TOTAL							


10-1-52 72  
10-1-52 10-1-52

MAP 17  
Lot 63

TOWN OF AUBURN

#57

Date 5-28-77  
Building permit (issued) (denied) to: Robert CORRIVEAU  
Name: CORRIVEAU CONSTRUCTION  
Street: HACKETT Hill Road  
Town: Hooksett State: N.H.  
Size of Building 54 x 40  
Type of Building SPLIT  
Location of Building Apple Tree Road Sun Valley Dev. # 21000  
Remarks: lots 71-72-73-74

  
Zoning Officer

# APPLICATION TO BUILD

DATE

5/28/77

## FEES:

BUILD ~~9500~~  
MOVE BUILDINGS ~~2500~~  
ALTERATIONS ~~2500~~

NAME OF OWNER

CORRIVEAU Construction

ADDRESS

Hackett Hill Road - Hooksett

LOCATION

Lot 71-72-73-74 Sun Valley Lot-

ON THE

Apple Tree Road

SIDE OF STREET

DISTANCE FROM NEAREST LOT LINE

313'

SIZE OF LOT

2 A

AREA OF LOT

600 X 150

MATERIAL OF BUILDING

WOOD FRAME

DIMENSION OF BUILDING

24 X 40

NUMBER OF ROOMS

5

NUMBER BEDROOMS IN RESIDENCE

3

BUILDING OCCUPIED FOR

RESIDENCE

(GARAGE, RESIDENCE, ETC.)

SEPTIC TANK LOCATION FROM: WATER SUPPLY

85' +

FEET

LOT LINE

50'

FEET

KIND OF WELL TO BE USED FOR WATER SUPPLY

ARTESIAN

WATER SUPPLY LOCATION FROM: LOT LINE

30'

FEET

ESTIMATED COST OF CONSTRUCTION:

21,000

APPLICANT

Robert J. Corriveau

SIGNATURE

ADDRESS

TELEPHONE NUMBER

485-9193

FEE OF

28.80

ENCLOSED.

This application is to be completed and sent to the Building Inspector for permit.

The above signed hereby agrees that the proposed work shall be done in accordance with the foregoing statement, and that the work connected therewith shall conform with the building laws and regulations of the Town of Auburn and that J.C. will notify the Building Inspector when said building is ready for inspection.

Town of Auburn, N.H.

DATE

11/22/77

To Whom it May Concern:

*ROBERT CORRIVEAU*

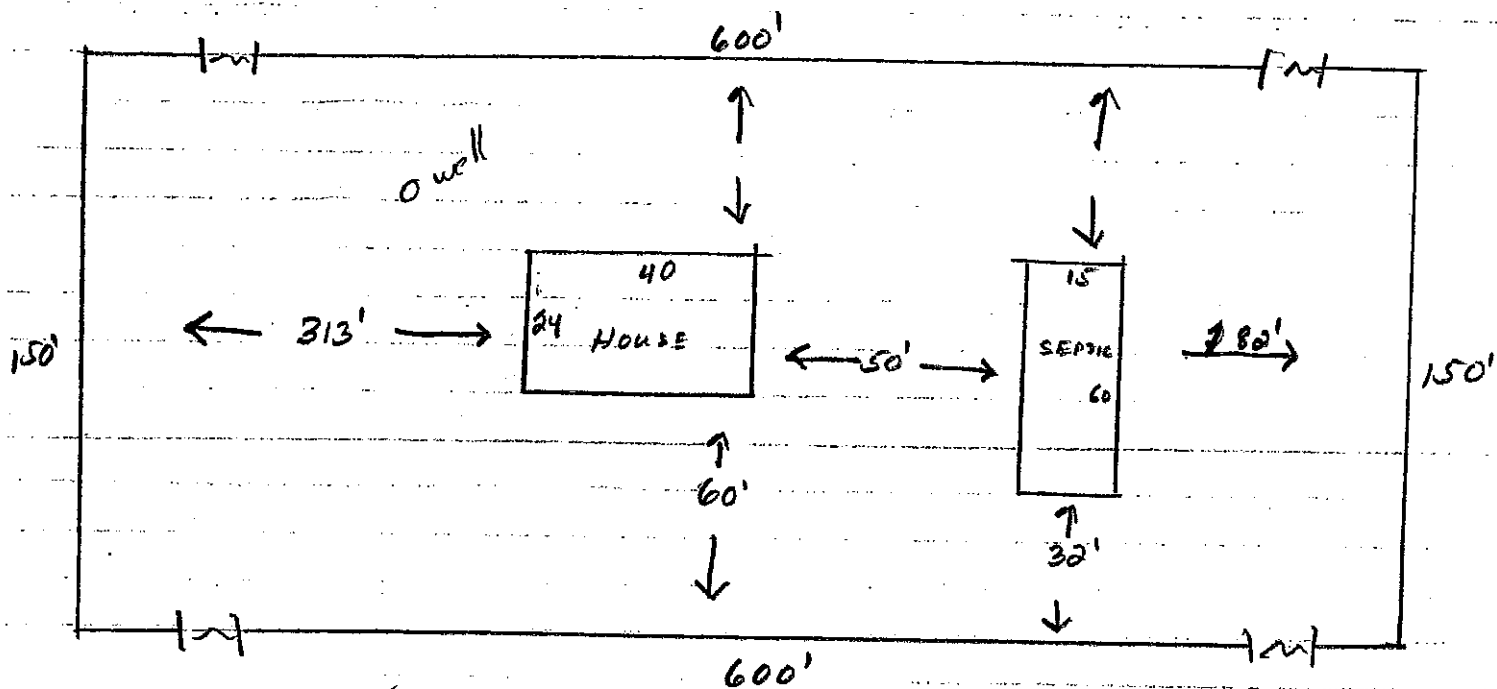
Permission is hereby granted to occupy this residence.

*Lots # 71 - 74 Apple Tree Rd., Auburn*

*Francis G. Gaudet*

ZONING OFFICER

ROBERT J. CORRIVEAU.  
SUN VALLEY.  
LOTS # 71-72-73-74



Submitted for  
Bldg Permit  
as 1 lot.

# APPROVAL FOR CONSTRUCTION

N.H. Water Supply & Pollution Control Commission  
Prescott Park, 105 Loudon Rd., Concord, NH 03301

THE PLANS AND SPECIFICATIONS FOR SEWAGE  
OR WASTE DISPOSAL SYSTEM SUBMITTED FOR:

APPROVAL # 62996

Owner:

Robert J. Corriveau  
So. Bow Rd.  
Hooksett, NH 03106

LOT NUMBERS: 71-72-73-74  
SUBD. APPVL.#:  
SUBD. NAME: Sun Valley Estates

Copy of Plan & Approval sent to:

Board of Selectmen  
Town Office  
Auburn, NH 03032

TYPE OF SYSTEM: three bedroom house

TOWN/CITY LOCATION: AUBURN, NH  
STREET LOCATION: Apple Tree Rd.

By Applicant:

Robert J. Corriveau  
So. Bow Rd.  
Hooksett, NH 03106

PLEASE POST IN A CONSPICUOUS PLACE  
DURING CONSTRUCTION.

THIS APPROVAL DOES NOT SUPERCEDE  
ANY EQUIVALENT OR MORE STRINGENT  
LOCAL ORDINANCES OR REGULATIONS.  
STATE STANDARDS ARE MINIMAL  
AND MUST BE MET STATEWIDE.

WHITE= Applicant's; YELLOW= Town's; BLUE= NHWS&PCC file; GOLD= Owner's - (No Action Required)

NOTE: ( x ) Gravity system

( ) Gravity system to septic tank and effluent pump chamber  
with disposal system to be constructed on a properly prepared base.

Bed bottom to be set ( ) no deeper than \_\_\_\_\_" below the original ground  
( x ) no less than 12" above the original ground  
( ) no lower than the original ground

to maintain ( x ) 4' minimum above the reported seasonal high water table.  
( ) minimum above the reported ledge depth.  
( ) minimum above the reported impermeable soil.

( x ) Fill required to prepare disposal area should be a medium to coarse textured  
sand (0.5 to 1.0 mm).

No foundation drains indicated.

CONDITION: Leach bed area to be a min. of 983 sq.ft. based on a 15 minute percolation  
rate for a three bedroom loading. Recommend a leach bed 49.2 x 20, 4 lines, 5' on  
center, 2.5' in from edge of bed. All laterals in the leach bed to originate at  
the distribution box.

ADVISE YOUR CONTRACTOR  
OF REQUIRED CHANGES IN  
PLANS AS INDICATED ON THIS  
CONDITIONAL APPROVAL.

are hereby  
approved  
on this date: June 17, 1977

By:

*Thomas C. Andrews*  
N.H. Water Supply and Pollution Control  
Commission Staff

N.H. WATER SUPPLY & POLLUTION CONTROL COMMISSION  
Prescott Park, 105 Loudon Rd., Concord, NH 03301

# APPROVAL FOR OPERATION

THE INDIVIDUAL SEWAGE OR WASTE  
DISPOSAL SYSTEM CONSTRUCTED FOR:

APPROVAL # 62996

Owner:

Robert J. Corriveau  
So. Bow Rd.  
Hooksett, NH 03106

LOT NUMBERS: 71-72-73-74  
SUBD. APPVL.#:  
SUBD. NAME: Sun Valley Estates

TYPE OF SYSTEM: three bedroom house

Copy sent to:

Board of Selectmen  
Town Office  
Auburn, NH 03032

TOWN/CITY LOCATION: AUBURN, NH  
STREET LOCATION: Apple Tree Rd.

was inspected on (Date) 11/15/77  
before covering and is hereby approved for use.

Date Approved: 11/15/77

By: *[Signature]*  
(Authorized Agent of N.H. Water Supply and  
Pollution Control Commission)

THIS APPROVAL DOES NOT SUPERCEDE  
ANY EQUIVALENT OR MORE STRINGENT  
LOCAL ORDINANCES OR REGULATIONS.  
STATE STANDARDS ARE MINIMAL  
AND MUST BE MET STATEWIDE.

(OVER)





**Bill Herman**

---

**From:** Todd Bedard  
**Sent:** Tuesday, June 1, 2021 11:04 AM  
**To:** Bill Herman  
**Subject:** Tom zapora

Bill,  
I was just contacted by Tom Zapora concerning vandalism and other issues at the Morgan drive/ tower hill parking area... he asked to be placed on the docket to be heard at our next meeting.

Todd Bedard  
Selectman, Auburn NH  
603-370-7939



## TOWN OF AUBURN, NEW HAMPSHIRE

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



*Fire Chief Michael Williams*



*Deputy Fire Chief Robert Selinga*

### Auburn Fire-Rescue Department Monthly Report May 2021

The Auburn Fire Rescue Department responded to 60 Incidents for the month, Incident responses are broken down as listed below.

Building Fire:	0
Vehicle/equipment Fires:	0
Brush:	4
Fires, all other:	0
Alarm Call no fire:	8
Hazardous Conditions:	4
Rescue/EMS:	23
Service calls:	15
Good intent calls:	6
<b>Total:</b>	<b>60</b>

### Fire Chiefs Report

- Continue to work on COVID-19 related issues in town. Continue to disinfect both fire stations along with Town hall every other week.
- Attended the NH fire chiefs meeting.
- Continually updating Operational Policies and Procedures.
- I met with the Sandown Fire Chief ref to policies and procedures as our mutual aid partners.
- The new repeater frequency is now operating, this appears to improve our communications, but portable radios remain problematic.
- Attended the selectmen's meeting to go over my monthly Fire Department report.
- Submitted monthly call firefighter payroll.
- Submitted month COVID payroll reimbursement.
- Monthly NHIFRS reports were exported to the State of N.H.
- Continue to work on Red Alert.
- Auburn Fire participated in the big water class held in Candia, this was a great training opportunity for our members.

- Responded to emergencies and meetings as needed and required.
- I continually meet with Fire officers and Department members as needed and required.

### **Fire Prevention Report**

- 4 Annual life safety inspections.
- 1 Oil burner inspections completed.
- 0 rough residential fire sprinkler inspection completed.
- 0 oil tank inspection completed.

### **Deputy Fire Chief Bob Seling**

- Assists with checking members off on fire apparatus as driver/operators.
- Responds to emergencies as requested.
- Working on AFD IDs for new members.
- Coordinates and fills per diem weekend coverage shifts
- Bob is working with new members on vehicle signoffs.
- Assists the Fire Chief with many department related issues.

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

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Coordinate's vehicle maintenance issues for repairs.
- Installed a new air filter bracket at Station 2
- Seeded and spread loam @ Station 2
- Irrigation system needed repairs, schedule this work
- Coordinated fire hose testing and pump testing
- Ordered Station supplies.

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

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Issued PPE as needed and requested, PPE Inspections ongoing.
- Coordinates firefighter training for AFD.
- Working on setting up our new online training portal (FireRescue1)
- Worked with his crews on training requirements.

**Lieutenant Chris Szatynski (Crew #1 SCBA, Radios)**

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Assisting with the implementation of our new repeater frequency upgrades.
- Oversee all mobile and portable radios.
- Serves as the AFD safety Officer.
- Filling in for the vacant fulltime shifts.
- Worked with his assigned crew on monthly training/crew activities, vehicle checks, etc.

**Lieutenant Todd Dignard (Crew #2, Small tools & equipment)**

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Filling in for the vacant fulltime shifts.
- Worked on getting new chain for cordless chainsaw.
- Worked on getting new forestry hose adapters.
- Ordered new hose.
- Worked with his assigned crew on training requirements.

**Lieutenant Mike Sullivan (Crew #3 EMS)**

- Assisted at Crew detail every other Sunday.
- Responds to emergencies as requested.
- Ordered required EMS supplies.
- Working with Mike LaPrade on setting up new iPad with EMS reporting information.
- Serves as our EMS coordinator assisting members with NH licensing, EMS training, ect.
- Coordinates Monthly EMS training schedule.
- Qc's all EMS TEMSIS reports.





# Auburn Fire May 2021 Statistics

## Calls by Day of the Week

	May 2021
Monday	2
Tuesday	6
Wednesday	8
Thursday	10
Friday	10
Saturday	13
Sunday	11
<b>Total</b>	<b>60</b>

## Fire / EMS Calls for May 2021

EMS Calls for Service	25
Fire Calls for Service	35
<b>Total Calls For Service</b>	<b>60</b>

## Calls by Response Area

	May 2021
Grid AFD1	12
Grid AFD2	3
Grid AFD3	6
Grid AFD4	16
Grid AFD5	8
Grid AFD6	1
Mutual Aid Given	14
<b>Total</b>	<b>60</b>

## Fire and Rescue Responses by Type

	May 2021
Building Fire	0
Vehicle/ Heavy Equipment Fire	0
Brush	4
Fires, other types	0
Alarm call no fire	8
Hazardous Condition	4
Good Intent	6
Service Call	15
Emergency Medical Services	23
<b>Total Responses</b>	<b>60</b>

Simultaneous Incidents	Occurrences	Total	Simultaneous Incidents
Single Call	47	47	N/A
Two Calls Simultaneously	5	10	10
Three Calls Simultaneously	1	3	3
Four Calls Simultaneously	0	0	0
Five or More Calls Simultaneously	0	0	0
<b>Totals</b>		60	13
<b>May 2021</b>			<b>22%</b>

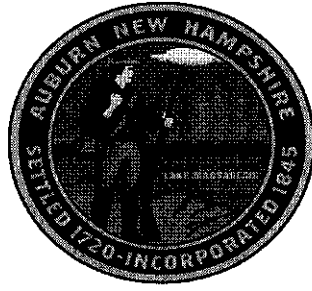
Mutual Aid/Auto Aid Given	May 2021
Bedford	1
Candia	3
Chester	6
Deerfield	0
Derry	3
Hampstead	0
Hooksett	1
Hudson	0
Litchfield	0
Londonderry	0
Manchester	0
Northwood	0
Pelham	0
Raymond	0
Salem	0
Sandown	0
Windham	0
<b>Total</b>	<b>13</b>

Mutual Aid Received	Time of Day	Count
Candia	00:00 - 00:59	2
Chester	01:00 - 01:59	1
Deerfield	02:00 - 02:59	1
Derry	03:00 - 03:59	0
Hampstead	04:00 - 04:59	2
Hooksett	05:00 - 05:59	1
Hudson	06:00 - 06:59	2
Litchfield	07:00 - 07:59	1
Londonderry	08:00 - 08:59	3
Manchester	09:00 - 09:59	2
NH Ranger	10:00 - 10:59	5
Raymond	11:00 - 11:59	3
Sandown	12:00 - 12:59	4
<b>Total</b>	13:00 - 13:59	5
	14:00 - 14:59	3
	15:00 - 15:59	6
	16:00 - 16:59	3
	17:00 - 17:59	0
	18:00 - 18:59	3
	19:00 - 19:59	4
	20:00 - 20:59	4
	21:00 - 21:59	2
	22:00 - 22:59	1
	23:00 - 23:59	2
	<b>Total Alarms</b>	<b>60</b>

EMD Call Code	May 2021
ALPHA	6
BRAVO	1
CHARLIE	4
DELTA	5
ECHO	0
NONE	9
OMEGA	0
<b>Grand Total</b>	<b>25</b>

## 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: June 18, 2021

Re: Federal "American Rescue Plan" Act Funding for Auburn

We have been reporting to the Board since March about the approval of Congress and the President of the federal "American Rescue Plan" Act (ARPA) which is providing a total of \$1.9 billion for the continued response to the Covid-19 pandemic and resulting concerns and issues. Among the provisions are funds to be directly provided to cities and towns throughout the country, including Auburn.

We are anticipating the first payment of funds to Auburn within the next several weeks, which should be \$292,561.39. We have received formal confirmation the Town will receive a total of \$585,123 in direct assistance that will be received in two payments – one in Auburn's 2021 fiscal year and the second in the 2022 fiscal year.

The \$585,123 for Auburn is part of a total \$19.5 billion for "non entitlement units of government" nationwide, of which a total of \$112 million to going to 229 Granite State communities. The individual community amounts are based on the use of 2019 Census data to identify populations eligible for assistance.

Allocated in two separate "tranches" or payments, the first distribution will be one-half of the total amount allocated to the community. The second distribution is to come 12 months after the receipt of the first payment. This would suggest Auburn can anticipate receiving \$292,561.39 in 2021 and 2022 from the ARPA funding.

The federal law provides the municipalities have until December 31, 2024, to obligate how they are going to spend this money and until December 31, 2026, to spend all of the money. We anticipate that we will be required to do reporting at least annually to the US Treasury about our use of these funds.

Allowed uses of the funds are broadly outlined in the legislation. The following are the areas where ARPA funds may be used:

- Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;

- Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Of the categories, the one which appears to provide the greatest flexibility to the Town is calculation of revenue loss. In this area, broad latitude is provided for the provision of government services as the Covid-19 connection is determined to be the loss of revenue itself and not necessarily how the money is spent.

*"Government services can include, but are not limited to, maintenance or pay-go funded building of infrastructure, including roads; modernization of cybersecurity, including hardware, software and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services."* (Federal Register – Vol 86, No. 93 – May 17, 2021)

At your May 24<sup>th</sup> meeting, the Board requested that a list of potential uses of the federal ARPA funds be compiled for the Board's discussion and consideration. The following is a list of items we have received to date from various Town departments or officials. This list is provided (in no particular order).

**Gear Extractor and Dryer (Fire Department): \$43,002**

**30 Portable Radios and Associated Equipment (Fire Department): \$152,848**

**Replacement of two toilet / lav combo units in Book Rooms (Police Department) : \$10,000**

**Completion of Storage Building / Safety Complex Property: \$25,840**

**Training Room / Ceiling Insulation: No pricing available**

**Severance School Community Center (Building Rent 2022 – 2026): \$76,800**

**Griffin Free Public Library – Expansion Design (Item #1): \$40,000**

**Griffin Free Public Library – Generator (Item #2): \$18,000 (*based on 2020 Pingree Hill Station expense*)**

**Griffin Free Public Library Furniture & Equipment (Items #3, #4 & #5): \$4,932**

Federal "American Rescue Plan" Act Funding for Auburn  
June 18, 2011  
Page Three

**Griffin Free Public Library – Outdoor, Electric Sign (Item #6): \$3,000 (*based on 2020 AVS expense*)**

**Telephone System Replacements for Fire, Police and Town Hall: approximately \$12,000**

**Parks & Recreation – Online Registration System (Acquisition and Annual License Fee (2022 – 2026): \$16,150**

**Selectmen's Office – Desk and Chair (Finance Director): \$1,155.64**

Thank you for your consideration.

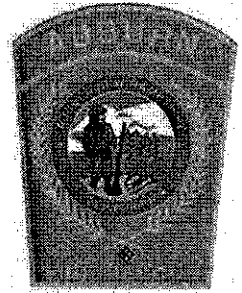
Attachments





## TOWN OF AUBURN, NEW HAMPSHIRE

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



*Fire Chief Michael Williams*

*Deputy Fire Chief Robert Seling*

Auburn N.H. Board of Selectmen

April 19, 2021

Attention Keith Leclair, Chairman

Dear Board Members,

Over the past few years, the Auburn Fire Rescue Department has attempted to secure grant funding for a few large projects. These two projects include replacing our outdated, non-serviceable portable radios and to purchase a gear extractor and dryer to clean our PPE upon returning from fires, hazmat, and medical emergencies including COVID-19 responses.

Over the past year the Auburn Fire Rescue call volume has increase by approximately 15%. We associate this increase with COVID-19 and its associated medical calls. As our business continues to grow, our need for more reliable radio communications does as well, and during COVID times we need to keep members equipment clean and sanitized as much as possible. The two pieces of equipment would have been extremely beneficial to Auburn Fire Rescue in these busy times and would enhance the health and safety of all members.

On March 10<sup>th</sup>, The American Rescue Plan Act was signed by President Biden which provides funding to local communities for COVID- 19 relief. As both projects continue to be a high priority with Auburn Fire Rescue, and grant funding continues to be extremely difficult to secure, I am asking for your support by applying some of this funding towards the purchase of these projects, as may be needed over the next few years while this funding is available.

Listed below outlines rough estimates for each project, keep in mind these are quotes from a few months back, this price for the extractor and dryer does not include installation costs:

- |  |              |
|--|--------------|
| • 30 Portable radios and associated equipment: | \$152,848.00 |
| • Gear Extractor and dryer:                    | \$43,002.00  |

The members of the Auburn Fire Rescue ask for your support funding these essential projects.

Thank you,

  
Michael Williams



Quote Number: QU0000499578  
Effective: 12 FEB 2020  
Effective To: 12 APR 2020

**Bill-To:**

AUBURN FIRE DEPARTMENT  
55 EATON HILL ROAD  
AUBURN, NH 03032  
United States

**Ultimate Destination:**

AUBURN FIRE DEPARTMENT  
55 EATON HILL ROAD  
AUBURN, NH 03032  
United States

**Attention:**

Name: Chief Michael Williams  
Email: mwilliams@auburnnhfire.org  
Phone: 603-483-8141

**Sales Contact:**

Name: Steve D'Esopo  
Email: sdesopo@2-way.biz  
Phone: 603-431-6288 x1891

Contract Number: NASPO ValuePoint  
Freight terms: FOB Destination  
Payment terms: Net 30 Due

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
1	27	H98KGF9PW6BN	APX6000 VHF MHZ MODEL 2.5 PORTABLE	\$5,328.00	\$3,933.18	\$106,195.86
(Notes)APX6000XE VHF Portable - Impact Green						
1a	27	H35BU	ADD: CONVENTIONAL OPERATION			
1b	27	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION			
1c	27	QA09001AB	ADD: WIFI CAPABILITY			
1d	27	Q887AT	ADD: 5V ESSENTIAL SERVICE			
1e	27	QA05751AA	ADD: NO ADP FOR P25 CAP			
1f	27	QA02006AA	ENH: APX6000XE RUGGED RADIO			
1g	27	QA01427AB	ALT: IMPACT GREEN HOUSING			
2	27	PMMN4106D	AUDIO ACCESSORY-REMOTE SPEAKER MICROPHONE,AUDIO ACCESSORY-AUDIO ADAPTER,APX XE500 REMOTE SPEAKER MIC, HIGH IMPACT GREEN	\$616.00	\$449.68	\$12,141.36
(Notes)XE500 Remote Speaker Microphone - Impact Green						
3	2	NNTN8844A	CHARGER, MULTI-UNIT, IMPRES 2, 6-DISP, NA/LA-PLUG, ACC USB CHGR	\$1,375.00	\$1,003.75	\$2,007.50
(Notes)Multi-Unit Charger						
4	2	NNTN8860A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	\$165.00	\$120.45	\$240.90
(Notes)Single Unit Charger						
5	12	NNTN7624C	CHARGER,CHR IMP VEH EXT NA/EU KIT	\$472.00	\$344.56	\$4,134.72
(Notes)Vehicular Fast Charger - No Installation						
6	27	PMNN4547A	BATT IMPRES 2 LIION TIA4950 R IP68 3100T	\$169.00	\$123.37	\$3,330.99
(Notes)Spare Battery - APX6000XE						
7	600	SVC03SVC0115D	SUBSCRIBER PROGRAMMING	\$1.00	\$1.00	\$600.00
(Notes)Initial Radio Configuration and Programming						
8	1800	SVC03SVC0123D	SUBSCRIBER INSTALL - SVCR LOCATION	\$1.00	\$1.00	\$1,800.00
(Notes)Optional - Vehicular Charger Installations						
9	3	H91TGD9PW6AN	APX 8000 ALL BAND PORTABLE MODEL 2.5	\$9,958.00	\$7,324.96	\$21,974.88
(Notes)APX8000XE All Band Portable w Trunking Capability						
9a	3	H38BS	ADD: SMARTZONE OPERATION			
9b	3	Q361AN	ADD: P25 9600 BAUD TRUNKING			

Item	Quantity	Nomenclature	Description	List price	Your price	Extended Price
9c	3	H869BW	ENH: MULTIKEY			
9d	3	QA09001AB	ADD: WIFI CAPABILITY			
9e	3	Q806CB	ADD: ASTRO DIGITAL CAL OPERATION			
9f	3	Q887AU	ADD: 5Y ESSENTIAL SERVICE			
9g	3	Q15AJ	ENH: AES/DES,DES-XL,DES-OFB AND ADP			
9h	3	QA05509AA	DEL: DELETE UHF BAND			
9i	3	QA02006AC	ENH: APX8000XE RUGGED RADIO			
9j	3	QA01427AG	ALT:APX 8000 HOUSING GREEN			
10	3	PMNN4504A	BATT IMPRES 2 LIION UL2054 DIV2 R IP68 3400T	\$193.00	\$140.89	\$422.67
(Notes) Spare Battery for APX8000XE						

**Total Quote in USD**

**\$152,848.88**

**THIS QUOTE IS BASED ON THE FOLLOWING:**

1 This quotation is provided to you for information purposes only and is not intended to be an offer or a binding proposal.

If you wish to purchase the quoted products, Motorola Solutions, Inc. ("Motorola") will be pleased to provide you with our standard terms and conditions of sale (which will include the capitalized provisions below), or alternatively, receive your purchase order which will be acknowledged.

Thank you for your consideration of Motorola products.

2 Quotes are exclusive of all installation and programming charges (unless expressly stated) and all applicable taxes.

3 Purchaser will be responsible for shipping costs, which will be added to the invoice.

4 Prices quoted are valid for thirty(30) days from the date of this quote.

5 Unless otherwise stated, payment will be due within thirty days after invoice. Invoicing will occur concurrently with shipping.

MOTOROLA DISCLAIMS ALL OTHER WARRANTIES WITH RESPECT TO THE ORDERED PRODUCTS, EXPRESS OR IMPLIED INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

MOTOROLA'S TOTAL LIABILITY ARISING FROM THE ORDERED PRODUCTS WILL BE LIMITED TO THE PURCHASE PRICE OF THE PRODUCTS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED. IN NO EVENT WILL MOTOROLA BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.



# Equipment Company, Inc.

## Quotation

45 Priscilla Lane  
603-641-9487  
FAX: 603-644-0498

Auburn, NH 03032  
1-800-258-3570  
[sales@decequip.com](mailto:sales@decequip.com)

Adam Maciaszczyk

### SOLD TO:

Name: Town of Auburn (NH)  
Address: 6 Pingree Hill Rd  
City, State, Zip: Auburn, NH 03032  
Contact: Lt Patrick Glennon  
Phone: 603-483-8141  
Fax: [pjglennon@auburnnhfire.org](mailto:pjglennon@auburnnhfire.org)

### Delivery To: (if different, if not mark "same")

Name: SAME  
Address:  
City, State, Zip:  
Contact: Chief Mike Williams  
Phone: same  
Fax: [mwilliams@auburnnhfire.org](mailto:mwilliams@auburnnhfire.org)

see item 5 on reverse side

DATE	FOB	VIA	REQUESTED DEL DATE	TERMS	
10/5/2018	factory	best way	as agreed	20% dep/bal COD	
QTY	Description			UNIT PRICE	AMOUNT
1	<b>UNIMAC UWT065D40LX - 5 speed Washer - Extractor</b> 65-70 pound capacity, UniLinc programmable computer, 100 G-force, 9.61 cubic foot cylinder, 208/60/3/1 phase, 15/20 amp circuit breaker, 3 wire, 5HP 34.12"W x 49.83"D x 64.43"H, net weight 1,230 pounds. No Base frame needed. <u>Stainless</u> Steel Construction • <u>Viton</u> basket seals • <u>Heavy</u> Duty Cylinder			\$ 15,700.00	\$ 15,700.00
1	UniMac dryer, model UTGC6, with capacity to fit six full sets of gear, 6" exhaust diameter, 300 cfm, 55 1/8" wide x 30 13/16" deep x 81 1/2" high, net weight 430 pounds. Includes hangers for 6 sets of gear, including rack for up to 15 gloves or boots. Electrical to be specified at time of order			\$ 7,500.00	\$ 7,500.00
1	Chemical pump system for 2 pump set up			\$ 650.00	\$ 650.00
2	Firehouse Chemical package - "Turnout" detergent for Fireman PPE gear washing			\$ 34.32	\$ 68.64
4	"Laundry San" Breaker for Fireman PPE gear washing			\$ 34.67	\$ 138.68
1	<b><u>FireLinc software package: includes tablet, barcode scanner and all accessory</u></b>				\$ 2,095.00
<u>Optional</u> 1	<b>Aquawing Ozone Injection System, model AF-1 with RUBY service;</b> TowerSeries compact ozone system with patented variable ozone to regulate ozone levels and guarantee bug kill, ozone room monitor, ozone generators, and patented Interfuser injector with patented static mixing chamber to reliably infuse ozone. System includes (1) generator per washer, system controller, pneumatic controller, stand, fusion injectors, and pneumatic controls for airflow and air pressure.			\$ 11,000.00	\$ 11,000.00
	Factory freight, delivery, set up and installation				\$ 5,850.00
	Deliver, set up and installation includes rigging equipment into place, bolt down, level and grout into place. Final electrical and plumbing connections including: 1. Electrical connections to washer and dryer according to manufacturer spec 2. Final plumbing connections for water in and out on washer, and venting on drying cabinet, to meet manufacturer spec. 3. Complete installation of chemical pump injection system, including testing and programming to dept. specifications in accordance with NFPA 1851 standards 4. Complete installation and set up of Firelinc system and software including set up for administrators on the account, for complete tracking			<b>Total</b>	<b>\$ 43,002.32</b>

Quote valid for: 30 days

See Reverse Page for Signatures, terms and conditions

Prepared by: ARM

THE TERMS AND CONDITIONS OF THE REVERSE SIDE ARE INCORPORATED INTO THE TERMS OF THIS AGREEMENT

**BILL TO**

Town of Auburn Police Department  
55 Eaton Hill Road  
Auburn, NH 03032 USA

ESTIMATE  
30101945

ESTIMATE DATE  
May 18, 2021

**JOB ADDRESS**

Town of Auburn Police Department  
55 Eaton Hill Road  
Auburn, NH 03032 USA

Job: 37286

Technician: A. Mike Abelli

Technician: Noah Tavano

**ESTIMATE DETAILS**

Toilet replacement: Replace 2 toilet / lav combo units in booking rooms

SUB-TOTAL	\$0.00
TAX	\$6,850.00
TOTAL DUE	\$6,850.00
EST. FINANCING	\$143.85
BALANCE DUE	\$6,850.00

**Lil Deeb**

---

**From:** Nina Ann Timney <nina@legacyplumbingnh.com>  
**Sent:** Tuesday, May 4, 2021 11:14 AM  
**To:** Lil Deeb  
**Cc:** Rick Baron  
**Subject:** Re: Status update - Legacy quote

Good morning Lil,

We have a couple of quotes on hand and have been coordinating with our vendors on the best options for you. The long and the short of it is that these fixtures are quite specialized. In order to come down to a final number, we would need to have a vendor rep who specializes in these fixtures do a site visit to take an exact catalog of the specifications and accessory items we will need.

Our best estimate at this point is that you're looking at about \$10,000 for the full job including fixtures and labor. If you'd like us to move forward with a final number knowing that the \$10k is your ballpark, please say the word and we will be out this week with the vendor to let them gather all of the information they need to get us the final material list, options and quotes to move forward!

Please feel encouraged to call me or write back with any questions! Thank you for the opportunity!

Nina

Nina Ann Timney, MSA  
*Vice President*

**Legacy Mechanical Services, LLC**  
PO Box 867  
Concord, NH 03302  
[www.LegacyPlumbingNH.com](http://www.LegacyPlumbingNH.com)  
C: 802-777-8777  
O: 603-577-0839



**QUALITY • COMMUNICATION • RESPECT**

---

**From:** Lil Deeb <ldeeb@townofauburnnh.com>  
**Sent:** Monday, May 3, 2021 10:33 AM  
**To:** Nina Ann Timney <nina@legacyplumbingnh.com>  
**Subject:** RE: Status update - Legacy quote

Great....no worries....look forward to hearing from you 😊

## Griffin Free Public Library Covid-19 Funding Requests

June 4, 2021

1. The Griffin Free Public Library is undersized and the pandemic strongly highlighted this fact. We do not have the recommended HVAC systems, we are unable to social distance staff or patrons within our tight spaces, and there is no place for staff to go to remove their masks and take a break or eat a meal. To correct these issues, we would like to request funding for an architect to design a facility that would be able to provide safe services during a pandemic. This is already included as part of the Town's CIP.
  - a. New Facility Design - \$40,000.
2. When the library loses power, we have to close. This is an interruption to the services that we provide to the town both during a pandemic as well as during regular times. We would like to be able to stay open and provide continuation of services.
  - a. Generator - \$
3. As a large percentage of our patrons are not yet eligible to be vaccinated and we do not have program space inside that permits social distancing, we are looking to use our patio to hold programs. We would also like to use the patio to increase our passive use space (people working on their own laptops or library laptops, reading, etc. To accomplish this we are looking to increase the amount of outdoor seating available at the library with additional patio furniture – this request may be funded by another funding opportunity: \$2083
4. Patrons have requested the ability to continue to attend programs virtually while others are comfortable meeting in groups. We would like to provide both options and make programs hybrid using the Owl virtual/in person hybrid conference camera <https://owllabs.com/> \$ 1199.
5. As we move programming outdoor for at least the summer, we would like to offer film viewing as well. To accomplish this, we need an Outdoor Projector (needs minimum of 4500 lumens for daytime projection \$ 1650.
  - a. Speakers for projector
  - b. Large outdoor screen
6. Digital outdoor sign that can be quickly changed.
7. A bandstand that could provide coverage for outdoor programs and performances

Vision Communications

1140 Page St.  
Manchester NH 03104-5552

# INVOICE

DATE	INVOICE NO.
6/4/2021	13942

BILL TO

Auburn Fire Department  
54 Eaton Hill Road  
Auburn NH 03032

P.O. NO.

TERMS

DUE DATE

ACCOUNT

6/4/2021

QTY	DESCRIPTION	RATE	AMOUNT
1	NEC SL2100 Digital Quick-Start Kit Includes: (1) BE116491 SL2100 Chassis (1) BE116496 CPU Card (Provides (4) Port InMail & (8) VoIP Channels)(1) BE116506 8-Digital / 2-Analog Station Card (4) BE117452 Digital 24-Button Telephone (Black)	1,975.00	1,975.00
4	NEC SL2100 Digital 12 Button Telephone Digital Display speakerphone with 12 programmable buttons	195.00	780.00
1	Labor to install and program telephone system	795.00	795.00

#004826  
01-4196-6-695-4  
Ins. retention (deductible)  
FD Phone Sys.

Thank you for your business.

**TOTAL** \$3,550.00

**Payments/Credits** \$0.00

**Balance Due** \$3,550.00

Phone #	Fax #
603.626.5415	603.626.4599





# ESTIMATE

# EST-000140

**Vision communications**  
 1140 page st  
 Manchester NH 03104  
 U.S.A

Bill To  
**Auburn NH Police**  
 55 Eaton Hill Rd  
 Auburn  
 03032 NH

Estimate Date : 04/06/2021

Item & Description	Qty	Rate	Amount
NEC SL2100 Digital Quick-Start Kit Includes: (1) BE116491 SL2100 Chassis (1) BE116496 CPU Card (Provides (4) Port InMail & (8) VoIP Channels)(1) BE116506 8-Digital / 2-Analog Station Card (4) BE117452 Digital 24-Button Telephone (Black)	1.00 each	1,975.00	1,975.00
NEC SL2100 Digital 12 Button Telephone Digital Display speakerphone with 12 programmable buttons	7.00 1	195.00	1,365.00
NEC SL2100 3-Port CO Trunk Daughter Board Provides interface for (3) standard loop-start CO trunks. (6 total in the system)	1.00 each	150.00	150.00
NEC SL2100 8 Port Digital Station Card BE116506 8-Port Digital / 2-Port Analog Combo Station Card provides * additional stations (16 total in the system)	1.00 each	190.00	190.00
Labor to install and program the telephone system	1.00	795.00	795.00
Sub Total			4,475.00
Total			<b>\$4,475.00</b>

## Notes

Total price includes all equipment ,materials and labor to complete installation

## Bill Herman

---

**From:** Amy Lachance  
**Sent:** Friday, June 18, 2021 10:27 AM  
**To:** Bill Herman  
**Subject:** Online registrations software  
**Attachments:** Recreation Software 2021.pdf

Hi Bill,

Attached is information about the software for online registration software/website that I mentioned to you a couple weeks ago. I'm looking for funding for the first year which is \$4,750. The following years will be \$2,850.

This program will allow residents to register and pay for programs online. Registering will be much easier and immediate for them. I frequently get requests to register online instead of filling in a paper form and putting it in the mail with a check. Plus it's time consuming for me to enter all the registration forms into an excel spreadsheet, log the checks for deposit and then send confirmation emails. The way the department is growing, it's time to get more current.

If anyone wants to see a sample of this program in use in another town, here's a link to check out... [https://conwaysc.activityreg.com/clientpage\\_t2.wcs](https://conwaysc.activityreg.com/clientpage_t2.wcs).

Thank you. I'll be sending another request by the end of the weekend for repairs to the clubhouse at Wayne Eddows.

~Amy

Amy Lachance, Coordinator  
Auburn Parks and Recreation  
47 Chester Road  
Auburn, NH 03032  
603-483-5052 x101





**Pricing for  
City of Enid, OK  
Sportsman Software**

	<b>Sportsman Cloud Implementation and Annual Costs</b> Sportsman Cloud Software: Includes remote installation, configuration, training, and implementation. Single-Database, 3 included concurrent user licenses.
License and Service Contract Period	12 months from time of signature
Services Included	+ <i>SportsMan SQL License</i> + <i>Unlimited computer installations</i> + <i>Unlimited online and phone technical support and training</i> + <i>SportsMan SQL enhancements and application upgrades</i> + <i>ActivityReg on-line website with Patron Log in (online facility reservation site)</i> + <i>Cloud Data Base Services with Backups</i> + <i>Sportsman Web</i>
New Services Implementation (one-time) fee	\$1,900
Ongoing License and Service Cost (annually)	\$2,850
Total Due for Implementation and Annual License:	\$4,750
Total Due at Renewal (subject to change if necessary for business needs)	\$2,850

## PROPOSAL – Town of Auburn, NH

# SPORTSMAN

## Parks & Recreation SOFTWARE

Integrated Parks + Recreation Software  
to Help You Serve Your Community.



### WHY CHOOSE SPORTSMAN?

❖ **Powerful:** Developed with over 25 years of park and recreation client feedback, it offers hundreds of features that easily tailor to your application.

❖ **Easy:** SportsMan software is easy to learn, offers straightforward pricing, and the convenience of a registration website for your patrons. You only pay for modules you need.

❖ **Reliable:** SportsMan includes cloud-hosted data and is web accessible for location flexibility, integrates with common payment processing vendors and includes live support.



Activity Registration



Reporting



Patron Communication



Facility Reservation



Attendance Control



Payment Processing



Membership Management



Attendance Tracking



Document Management



Online Registration



Point of Sale



Golf Management



Cloud-based Web Accessibility



Inventory Control



Permits



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## Information for Town of Auburn, NH

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February 2021

Peak Software Systems, Inc. would like to thank the Town of Auburn, NH and its staff for allowing us to present and propose our Sportsman Cloud recreation management solution.

Sportsman Cloud is a solution created and driven by twenty years of customer needs, requests, and input. It is versatile and powerful, yet simple to use, with many user-defined fields, menu options, and reports. We believe that it would be an excellent choice for your organization and look forward to the opportunity to facilitate the implementation of this solution.

*We recommend internet speeds of 15Mbps (up and down) during peak hours at each center running Sportsman Cloud. If not using Membership pictures 10Mbps may be sufficient for responsive Sportsman Cloud experience.*

If you have any questions, please do not hesitate to contact us.

Sincerely,

Jordan Walker  
Director of Sales  
45 West 9000 South  
Suite 2  
Sandy, UT 84070  
(801) 572-3570, ext. 314  
[jordan@peakinfo.com](mailto:jordan@peakinfo.com)  
[www.sportsmansql.com](http://www.sportsmansql.com)



## Company Profile

Peak Software began working with a local Utah recreation department in 1993 to develop an application to better handle their daily tasks of reservations, registrations, membership management, facility scheduling, daily cash management, reporting and other needs. We implemented Sportsman with great success and rave reviews from the customer. Many other local cities and counties took notice and began to purchase and implement the Sportsman application into their departments. Peak Software officially took the product to market with a focus on municipal and special district parks, recreation departments and centers, as well as YMCAs, universities, nonprofits, and private activity organizations. Our customer base has grown to over 400 clients. The Sportsman Cloud solution is now our main focus and resource.

## Sportsman Cloud Implementation Approach

Peak Software has been involved in several hundred Sportsman and Sportsman Cloud installations throughout the country, and has sufficient resources to meet any customer's implementation timeframe objectives and needs. In our experience, that is entirely contingent on the customer's staff resources/availability, department size/schedule, and other demands; however, the process has been accomplished in as little as two days, and is very streamlined and efficient. Our staff works closely with department heads to formulate the optimal schedule for their specific needs and objectives.

In general, we recommend remote installation, training, implementation (onsite training is optional and available). Upon completion, the solution will be installed, configured, defined, trained, and in use. After the initial implementation, our customer's staff will be familiar and comfortable with all aspects of Sportsman Cloud, relevant to the modules purchased, and their specific goals and objectives. Continued and subsequent training/questions will be handled via phone, email, IM, and with other remote meeting tools to bring the staff to an "expert" user level. There is no allocation of a set time period for this process—customers are allowed unlimited access to Peak's technical support staff, on an ongoing basis.

Upon receipt of a signed sales agreement, we will be able to schedule and plan the implementation with the customer, assigning their priority in our installation queue, to have Sportsman Cloud fully functional and in use based on the customer's timeline.

## Service and Support

The Sportsman SQL support and service (Customer Care Plan) offers clients **24/7/365 emergency support**, along with unlimited technical and help desk support, along with entitlement to all updates to the Sportsman Cloud solution. Standard hours of operation for "normal" issues and questions are 8:00am to 5:00pm MST, with afterhours technical support available as needed. Communication between Peak Software support staff and Client is handled via phone, email, IM, and online remote meeting tools.

Welcome, Town of Auburn of Town Of Auburn (C1018992) Login

Federal Government Customers



Search W.B. Mason

QUICK ORDER	CART
CHECKOUT	0 Items \$0.00
WHERE'S MY ORDER?	

SHOP

SERVICES

SUPPORT

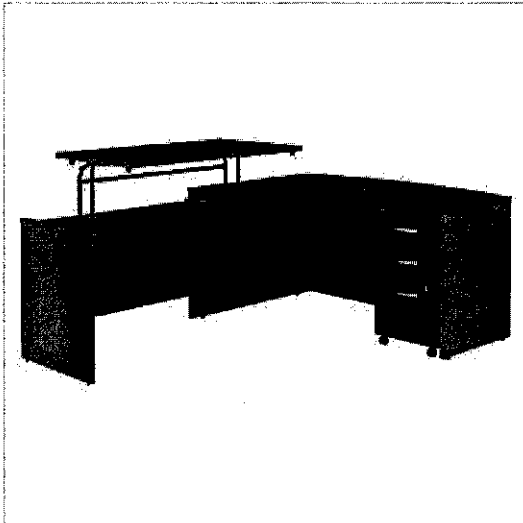
ORDERS

ACCOUNT CENTER

FAVORITES

Selected List  
Favorites

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enlarge image



Bush Business Furniture Series C 60"W x 43"D Left Hand 3-Position Sit to Stand L-Shaped Desk With Mobile File Cabinet, Hansen Cherry/Graphite Gray  
Item: BSHSRC127HCSU

Delivers in 4-6 Business Days



Shopping For: Town of Auburn  
47 Chester Road, Auburn, NH 03032  
Change Address

- Bundle includes: 60"W x 43"D Left Handed Bow Front Desk, 42"W x 24"D Sit to Stand Return, 3-Drawer Mobile File Cabinet
- 1" thick thermally fused laminate surface resists scratches and includes wire management grommets
- Lift-n-Lock Desktop can be set at 3 standing height positions: 36", 39" or 42" and easily returns to seated height
- File drawer opens on smooth full-extension ball bearing slides and holds legal, letter and A4 files
- Single lock secures the filing cabinet's bottom 2 drawers to protect your most important documents
- Bow Front design creates an extended surface so guests have room to pull up a chair and collaborate
- All back sides are finished to allow this furniture set to look great in a private office or open workspace
- Fixed desks and storage meet ANSI/BIFMA standards for safety and performance
- Mechanical lift system supports up to 20 lbs and has been rigorously tested to meet Bush Business Furniture's quality standards
- American made with U.S. and imported parts and backed by a 10 year manufacturer's warranty

\$859.99/EA

QTY	ADD TO CART
Add To List	

Note



YOU MAY ALSO LIKE ...

Welcome, Town of Auburn of Town Of Auburn (C1018992) Login

Federal Government Customers



Search W.B. Mason

QUICK ORDER

CART

CHECKOUT

0 Items

\$0.00

WHERE'S MY ORDER?

SHOP

SERVICES

SUPPORT

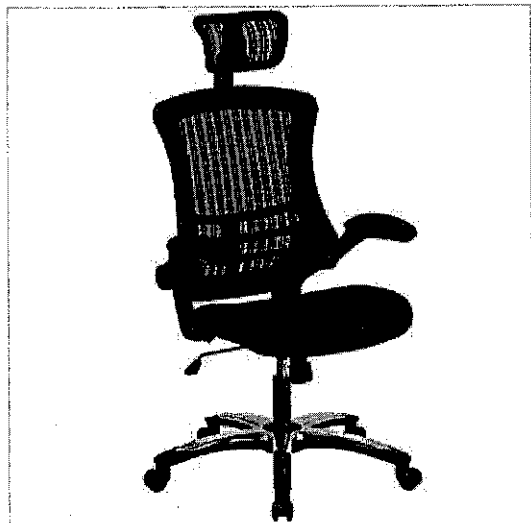
ORDERS

ACCOUNT CENTER

FAVORITES

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Favorites

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Flash Furniture High-Back Black Mesh Swivel  
Ergonomic Executive Office Chair With Flip-Up Arms  
And Adjustable Headrest

Item: FLFBXLX5HGG

Delivers in 7-10 Business Days



Shopping For: Town of Auburn

47 Chester Road, Auburn, NH 03032

Change Address

- High back office chair with wheels
- Mesh back with built-in lumbar support
- Adjustable headrest for maximum comfort
- Executive style swivel chair perfect for office and desk
- Padded flip-up arms
- Tilt lock mechanism rocks/tits the chair and locks in an upright position
- Tilt tension adjustment knob adjusts the chair's backward tilt resistance
- Waterfall seat reduces pressure on your legs
- Made with black nylon and a chrome base
- Pneumatic seat height adjustment

\$182.99/EA

QTY

ADD TO CART

Add To List

Note

## YOU MAY ALSO LIKE ...



Flash Furniture  
Ergonomic Mesh Office  
Chair With 2-To-1  
Synchro-Tilt, Adjustable  
Headrest, Lumbar  
Support, And Adjustable  
Pivot Arms In Black

\$213.90



Sharpie® Twin-Tip  
Permanent Marker,  
Fine/Ultra-Fine, Assorted

\$8.04



HP 91, (C9518A)  
Designjet Maintenance  
Cartridge

\$96.76



Bush Business Furniture  
Studio C U Shaped Desk  
with Mobile File Cabinet,  
72" W x 36" D, Storm  
Gray

\$1019.99



JAM Paper® Colorful  
Standard Paperclips, 1",  
Teal, 2/PK

\$8.49

Product Details | Description | Warranty Information



Welcome, Town of Auburn of Town Of Auburn (C1018992) Login

Federal Government Customers



Search W.B. Mason

QUICK ORDER

CART

CHECKOUT

0 Items \$0.00

WHERE'S MY ORDER?

SHOP

SERVICES

SUPPORT

ORDERS

ACCOUNT CENTER

FAVORITES

Selected List  
Favorites

&lt; return to search results



enlarge image



### Bush Business Furniture Custom Comfort High Back Multifunction Mesh Executive Office Chair

Item: BSHCH1303BLF03

Delivers in 7-10 Business Days



Shopping For: Town of Auburn

47 Chester Road, Auburn, NH 03032

Change Address

- Adjustable chair height easily climbs from a low of 43.9" to a high of 47.8"
- Ergonomically contoured backrest is height adjustable and includes cushioned lumbar support
- Adjustable seat depth allows the cushion to slide forward or backward to comfort the thighs
- 4 way adjustable armrests: height, width, depth and angle adapt to your needs
- 2 way seat and backrest lock: seat and back adjust independently and can lock at a custom angle
- Adjustable chair tilt and tension set the rate and ease of recline
- Durable 360 degree swivel base allows the ergonomic chair to support up to 275 pounds
- Cushioned seat measures 22"W x 18.5"D and adjusts from 18.5-22.5"H
- Tested to meet ANSI/BIFMA quality standards for safety and performance

\$295.65/EA

QTY

ADD TO CART

Add To List ▼

Note



YOU MAY ALSO LIKE ...

**From:** Jan's Junk Mail <noemail4u@comcast.net>

**Sent:** Thursday, June 10, 2021 1:26 PM

**To:** Bill Herman <townadmin@townofauburnnh.com>

**Cc:** Keith Leclair <kleclair@townofauburnnh.com>; Michael Rolfe <mrolfe@townofauburnnh.com>; Todd Bedard <tbedard@townofauburnnh.com>

**Subject:** Re: Materials for June 14th Broadband Advisory Committee Meeting

Bill and Selectmen,

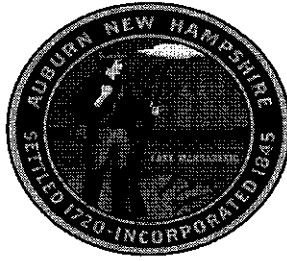
I'm writing to inform you that I'm resigning from my position on the Broadband Advisory Committee effective immediately.

I was asked to volunteer because there was a real concern over the number of volunteers. Thankfully, that concern was not realized. The vast majority of committee members have an excellent and vast technology background. I personally believe that seven committee members is simply too large a number and that I'm simply a redundant voice.

Thank you for the opportunity to serve the town and if there is a future need where I can help, I certainly would if needed.

## 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:** June 18, 2021

**Re:** Library Trustees Recommend Alternate Library Trustee

As you may be aware, the Board of Library Trustees have not had an alternate member of their board for approximately a year. The Board of Trustees is allowed to have as many as three alternates.

On June 16<sup>th</sup>, Library Trustee Chair Nancy Mayland advised me the Trustees were recommending Cynthia J. Berling for appointment as an Alternate Library Trustee.

Under the statutes (RSA 202-A: 10) the Library Trustees recommend to the appointing authority (which is the Board of Selectmen) individuals for appointment as an Alternate Library Trustee. Alternate Trustees are appointed for a one year term of office.

If the Board accepts the Library Trustees recommendation, it would be appropriate for the Board to formally record the following vote:

*Move to appoint Cynthia J. Berling to the position of Alternate Library Trustee for a term to expire in March 2021.*

Thank you for your consideration.

## Bill Herman

---

**From:** Nancy MAYLAND <n.mayland@comcast.net>  
**Sent:** Wednesday, June 16, 2021 7:54 PM  
**To:** Bill Herman  
**Subject:** hi

Hi Bill,

At our last meeting, the Trustees agreed to welcome Cindy Berling as an alternate trustee. We are asking that the Selectmen approve this at their next meeting. Would you please add this to their agenda?

Thank you,  
Nancy

# **TITLE XVI LIBRARIES**

## **CHAPTER 202-A PUBLIC LIBRARIES**

### **Section 202-A:10**

**202-A:10 Library Trustees; Vacancies; Alternates.** – Vacancies occurring on any board of library trustees in a town shall be filled as provided in RSA 669:75. A vacancy occurring among the publicly elected members of the board of library trustees of a city library shall be filled by the city council or other appropriate appointing authority within 2 months of the notice by the remaining members of the board of trustees. The board of library trustees may recommend to the appointing authority names of persons for appointment to vacancies on expired terms. The board of library trustees may recommend to the appointing authority the names of no more than 3 persons who may serve as alternate members on the board when elected members of the board are unable to attend a board meeting. The alternate members shall be appointed to one-year terms.

**Source.** 1917, 59:1. PL 10:55. RL 15:58. RSA 202:9. 1963, 46:1. 1979, 410:19. 2000, 9:3, eff. April 16, 2000.



# TOWN OF AUBURN

May 26, 2021

Lawrence R. Marino  
6 Wellesley Circle  
Auburn, NH 03032

Dear Mr. Marino:

At their meeting on May 24, 2021, the Board of Selectmen discussed a request to remove the stop signs at the intersection of Steam Mill Road and Wellesley Circle that a prior Board of Selectmen agreed in September 2019 to install on a trial basis.

The Board did not make a decision at that meeting but intends to bring the discussion to conclusion and a decision at their next meeting on June 7, 2021.

As you were the main requestor for the installation of the stop signs in 2019, the Board requested you be advised of this current discussion and the need for the Board to determine whether to continue or end the trail use of this signage.

During their meeting on May 24<sup>th</sup>, the Board was able to discuss the overall issue with Police Chief Ray Pelton, Fire Chief Michael Williams and Highway Safety Committee Chair Michael DiPietro, all of whom happened to be in attendance at that meeting.

This will be an item of business to appear on the Board's agenda for their June 7<sup>th</sup> meeting to be held at the Town Hall at 7:00 PM.

Thank you for your consideration.

Sincerely,  
TOWN OF AUBURN

William G. Herman, CPM  
Town Administrator



# TOWN OF AUBURN

May 26, 2021

Lawrence Gould  
21 Steam Mill Road  
Auburn, NH 03032

Dear Mr. Gould:

The Board of Selectmen is in receipt of your letter dated May 10, 2021 concerning the request to remove the stop signs at the intersection of Steam Mill Road and Wellesley Circle, and discussed the concern at their meeting on May 24, 2021.

A decision on the request was not reached at that meeting, but the Board intends to bring the discussion to conclusion and a decision at their next meeting on June 7, 2021.

The Board acknowledged the concerns you have expressed, and discussed them with Police Chief Ray Pelton, Fire Chief Michael Williams and Highway Safety Committee Chair Michael DiPietro, all of whom happened to be in attendance at their May 24<sup>th</sup> meeting.

As you may know, a prior Board of Selectmen made the decision in September 2019 to try this effort on a trial basis. Before deciding on the matter, the Board felt it was appropriate for them to provide notice of the discussion to the original requestors of the signage who were from the Wethersfield Homeowners Association.

Thank you for your consideration.

Sincerely,  
TOWN OF AUBURN

William G. Herman, CPM  
Town Administrator

21 Steam Mill Road  
Auburn, NH 03032

May 10, 2021

Board of Selectmen  
P.O. Box 309  
Auburn, NH 03032

Dear Board of Selectmen:

Two Saturday afternoons ago, I hopped on my bicycle for a short jaunt around the neighborhood. Turning left (west) from my driveway, I soon approached the intersection of Steam Mill Road and Wellesley Circle. About five car lengths from the intersection, an SUV-type car passed me, cut in front of me to be "in the lane" (mind you, no directional signal indicated), applied brakes enough so that the brake lights appeared for a long moment, and then blithely went through the STOP sign, hardly slowing down.

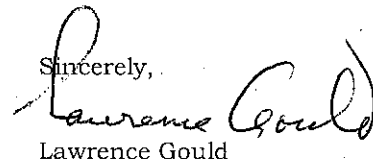
Since then, while driving through that same intersection, I've noticed other cars driving past the STOP signs. Most do not stop, they hardly slow down, at the STOP sign. This despite a yellow sign before the STOP signs warning that there's a stop ahead. Also, please realize I've noticed such scofflaws (to be kind) even before two weekends ago; namely, since the STOP signs were installed.

Time to end this experiment – a year or so after installing those STOP signs. Too many cars drive through the STOP sign and hardly slowing down to anything resembling a full stop. Stop lines have still not been painted on the road to supplement the STOP signs. I have never seen the police monitor that intersection for violators. (Not that I see the police "often" at the intersections of Pingree Hill Road/Spofford Road and Wilsons Crossing Road; Wilsons Crossing Road and Rattlesnake Hill Road; Winters Way turning to Windsor Drive; Calef Road turning right to Pingree Hill Road; and at the end of my block, monitoring drivers turning from Steam Mill Road to Pingree Hill Road. These are all intersections I frequent, and where I see too many drivers ignore the STOP signs, even when turning from one road to another.)

By installing these STOP signs, the Board of Selectmen are merely giving drivers another opportunity to reinforce bad driving habits, starting with ignoring traffic control devices, which ultimately leads to an overall disrespect to motor vehicle laws. There are already enough hard-to-enforce, and basically not enforced, motor vehicle laws in New Hampshire (e.g., cellphone use and texting while driving, speeding up to and through yellow lights, crossing solid white lines in construction zones, crossing the centerline in "blind" curves), why continue this mockery with STOP signs? Why add to the deplorable driving habits of New Hampshire drivers, habits that have become increasingly crappy and dangerous over the years?

Please remove the STOP signs at the intersection of Steam Mill Road and Wellesley Circle. Alternatively, enforce the motor vehicle laws regarding STOP signs there, as well as throughout Auburn.

Sincerely,



Lawrence Gould

cc: Raymond Pelton, Chief of Police, Auburn



**Town of Auburn  
Board of Selectmen  
September 23, 2019  
7:00 PM**

**Selectmen Present:** Richard Eaton, Keith Leclair and Todd Bedard

**Others Present** Paula Marzloff, Don Dollard and Jim Thompson, Cemetery Trustees, Michael Rolfe, Road Agent Mike Dross, Linda Dross, Parks & Recreation Coordinator Amy Lachance, Fire Chief Mike Williams, Police Chief Ray Pelton, Deputy Fire Chief Bob Seling, Michael DiPietro, Tax Collector Susan Jenkins, Larry Marino, JP Pegun and Steve Gallinaro, Wethersfield HOA, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

**Call to Order – Pledge of Allegiance**

Mr. Eaton called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

**Approval of Accounts Payable Manifest for the Week of September 23, 2019 - \$131,081.61**

***Mr. Leclair motioned to approve the Accounts Payable Manifest for the Week of September 23, 2019 in the amount of \$131,081.61. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.***

**Approval of Consent Agenda for the Week of September 23, 2019**

Mr. Eaton read out loud and offered for inspection a copy of the Consent Agenda for the Week of September 23, 2019 some of which included: two (2) Pistol/Revolver Licenses.

***Mr. Leclair motioned to approve the Consent Agenda for the Week of September 23, 2019. Mr. Bedard seconded the motion, with all in favor, the motion passed unanimously.***

**Appointments with the Board**

Amy LaChance – Parks & Recreation

Mrs. LaChance provided handouts showing the brush and trees proposed for removal along the ice rink. Many are overgrown and high up. Alliance provided an estimate for the work for \$3,000. Mike Dobmeier and Margie McEvoy removed the brush themselves at Appletree Park, so the \$3,000 in the current budget for that work could be applied here.

Mr. Eaton would like to see another quote as he believes \$3,000 is high. The Road Agent has used Accurate Tree Service for other Town projects and Mr. Eaton believes they would charge closer to \$1,500. Mr. Dross will contact Accurate tomorrow morning. Mrs. Lachance will secure additional pricing and bring this item back for the Board's consideration.

Mr. Eaton reported Mrs. Lachance noted the Community Room at the Safety Complex needed some sprucing up and asked if it could be painted. Mr. Eaton also noted there was additional work to replace 10-12 ceiling tiles, cleaning up of hanging cables, and blackened duct work.

The Board was in general agreement. Mrs. Lachance will see if this is something Mike Dobmeier can do. Bill Herman recommended consideration be given to the Rockingham

County House of Correction workers who are working at Wayne Eddows now. Mr. Eaton suggested it would take approximately four gallons of paint. Mrs. LaChance will check on the availability of the Trusties.

#### Larry Marino, Wellesley Circle – Stop Signs

Mr. Marino spoke to the Board about dangerous traffic situations in Wellesley Circle, Steam Mill Road, and Windsor Drive. Mr. Marino visited the Highway Safety Meeting on September 18<sup>th</sup> where he and other members of the Wethersfield Homeowners Association (HOA) brought to their attention regular traffic safety issues, as well as two incidents involving a motorist rolling through a stop sign and striking a child on a bike and in another incident a dog was hit. There was another incident this morning where a motorist sped past children boarding the school bus. The Police Department set up the radar trailer for three days and recorded the number of cars, and speeds discarding the high and low. Chief Pelton noted 200 cars were recorded with an average speed of 35 mph. Mr. Marino noted this was done on a Friday, Saturday and Sunday, and would like to see the study done when traffic is at its highest volume, Monday through Thursday.

Sgt. Cashman had proposed a number of recommendations at the Highway Safety Meeting to slow cars down including additional stops signs, flashing signs and reducing the visual road width with fog lines. It was generally felt fog lines would make the neighborhood feel commercial. Mr. Marino noted they were in favor of a second stop sign with perhaps a warning sign ahead of it. They asked about an electronic speed sign which Mr. Leclair indicated the Town would not pay for that, but would consider allowing the HOA to cover the cost. Chief Pelton provided information on the cost of such a unit, which he indicated ran between \$2,800-\$3,500.

Mr. DiPietro and Mr. Dross did not find traffic problems unique to this neighborhood, noting other streets throughout Town had more significant issues and were not in favor of setting a precedent. Mr. Marino noted it may be time for the Town to try something new. Mr. Eaton reported the Manual for Uniform Traffic Control Devices noted stop signs should not be used to control speed, and would not have prevented the accident where the motorist rolled out of the existing stop sign. Mr. Eaton stated he was willing to test this recommendation on a trial basis to see how it would work if applied in other situations in Town. Mr. Bedard estimated the stop signs are approximately \$150-200 each including installation.

***Mr. Bedard motioned to have two stop signs installed at Wellesley and Steam Mill. Mr. Leclair seconded the motion, with all in favor, the motion passed unanimously.***

Mr. Dross said he will order the signs this week. Chief Pelton reminded the homeowners that videotaping is not allowed of vehicle activity in New Hampshire.

#### Fire Chief Michael Williams – Monthly Meeting

Chief Williams gave his monthly meeting report to the Board noting 57 incidents in August. Chief Williams reported the boat is in the water, docked across the street. The AVS has had its inspections and the Chief felt Mrs. Rouleau-Cote, the Building Inspector, did a great job through this difficult project. The new rescue vehicle has arrived in CT for final preparations before being delivered to Auburn. Cistern inspections have been completed and all passed their flow

## MEMORANDUM OF UNDERSTANDING - CONDITIONS OF AGREEMENT

Between the Town of Auburn, New Hampshire and  
the NH Bobcats Organization

This agreement, made and entered into this \_\_\_\_th day of June 2021, by and between the TOWN OF AUBURN, NEW HAMPSHIRE, acting through its Parks & Recreation Coordinator and Town Administrator, with its principal place of business at 47 Chester Road, Auburn, New Hampshire (hereinafter "Town") and the NH Bobcats of Manchester, New Hampshire (hereinafter "Bobcats"), witnesseth:

Whereas, the Bobcats desires to utilize the Wayne Eddows Fields for youth baseball and softball teams: and,

Whereas, the Bobcats provide a traveling team opportunity to Auburn and surrounding town youth; and,

Whereas, the Town is willing to support the mission of the Bobcats and allow the Bobcats to utilize the Town property for this purpose around the schedule of the Auburn Little League.

Now, therefore, it is mutually agreed as follows:

- ❖ The Town will allow the Bobcats to utilize the use of the Wayne Eddows fields during the year around the schedule of the Auburn Little League who has first rights to the use of the field.
- ❖ In lieu of paying field rental fees, the Bobcats have committed to assisting in maintaining the fields and providing other support & resources as may be necessary so that no paid Town resources would be required to support the Bobcats use of the Wayne Eddows fields.
- ❖ The Bobcats acknowledge the use of this property is being done at its own risk. The Bobcats will provide to the Town a Certificate of Liability insurance that names the Town as a coinsured party.
- ❖ The Bobcats will not provide access to this property to any other individuals, party or entity, nor will it use the property for any other purpose except practice and/or games for the NH Bobcats.
- ❖ The Bobcats will coordinate their schedule with the Auburn Little League for the availability of the field.

- ❖ This agreement shall remain in place unless the Bobcats or the Town provide written notice to the other of their intention to cease the agreement. Said notice shall be provided sixty (60) days in advance of the intended cancellation of this agreement.

This Agreement contains the entire agreement of the parties unless otherwise provided for by law or local regulation. This Agreement may be amended or modified in the future only by mutual agreement of both parties and by instrument in writing executed by both parties.

This Agreement shall be effective upon signing by all parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

NH Bobcats:

For the Town of Auburn:

\_\_\_\_\_  
Kevin Gray

\_\_\_\_\_  
Amy Lachance  
Parks & Recreation Coordinator

\_\_\_\_\_  
William G. Herman, CPM  
Town Administrator

Dated: \_\_\_\_\_

**Town of Auburn  
Board of Selectmen  
May 24, 2021  
Minutes  
7:00 PM**

**Selectmen Present:** Keith Leclair, Todd Bedard and Michael Rolfe

**Others Present:** Police Chief Ray Pelton, Michael DiPietro, Fire Chief Michael Williams, Deputy Fire Chief Bob Seling, Town Administrator William Herman and Nancy Hoijer, Recording Secretary

**Call to Order – Pledge of Allegiance**

Mr. Leclair called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

**Approval of Payroll Manifest for the Week of May 17, 2021 - \$109,397.90**

*Mr. Bedard motioned to approve the Payroll Manifest for the week of May 17, 2021 in the amount of \$109,397.90. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.*

**Approval of Accounts Payable Manifest for the Week of May 17, 2021 - \$5,795.00**

*Mr. Bedard motioned to approve the Accounts Payable Manifest for the week of May 17, 2021 in the amount of \$5,795. Mr. Leclair seconded the motion. A vote was taken, Mr. Rolfe abstained, Mr. Leclair voted aye, and Mr. Bedard voted aye. The motion passed 2-0-1.*

**Approval of Payroll Manifest for the Week of May 24, 2021 - \$60,814.51**

*Mr. Bedard motioned to approve the Payroll Manifest for the week of May 24, 2021 in the amount of \$60,814.51. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.*

**Approval of Consent Agenda for the week of May 24, 2021**

Mr. Leclair read out loud and provided for inspection a copy of the Consent Agenda for the week of May 24, 2021 some of which included, Notice of Intent to Cut Wood or Timber, seven (7) Abatement/Refund Requests, a Tax Collector's Warrant/Yield Taxes – Timber, Tax Collector's Warrant/Betterment Assessment, Tax Collector's Warrant/PILOT Manchester Water Works, Tax Collector's Warrant/Land Use Change Tax, and four (4) pistol/revolver licenses.

***Mr. Bedard motioned to approve the Consent Agenda for the week of May 24, 2021. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

### **Appointments with the Board**

**Gary B. Michaud, 145 Appletree Road (Tax Map #17, Lot 45) – Application for Restoration of Involuntarily Merged Lots pursuant to RSA 674:39-aa (*continued from May 10, 2021 Meeting*)**

Mr. Herman indicated the applicant requested an extension until the Board's second meeting in June.

### **Fire Chief Mike Williams – Monthly Meeting**

Chief Williams presented his monthly report for April 2021 noting 48 calls for service. Chief Williams reported on apparatus maintenance including that Tanker 2 had passed its annual pump testing. Building maintenance work includes painting Station 2's bay area, removal of old duct work and getting more quotes for work at Station 2. Training continues with the new Red Alert system. I.D.s are being worked on for new members. The Big Water class is being scheduled with Auburn, Candia and Deerfield. The online training portal (FireRescue1) is being set up. Members will acknowledge receipt of new policies. The new repeater frequency should be up and running on Tuesday and is being tested. The Department has a new EMT, Levi Richards.

Chief Williams reported five life safety inspections, two oil burner inspections, one residential fire sprinkler inspection and one oil tank removal inspection.

### **Police Chief Ray Pelton – APD Facility Repairs**

Chief Pelton reported receiving two quotes for the bathroom facility fixture repairs in the holding area. One of the fixtures has no water to it and the other is leaking. Flushing would be remote from outside the cell by an officer. The pipes need replacing. One quote was for \$6,850 without the remote flush and the other is \$10,000 with. Because it is a special order, delivery would take a couple of months.

Mr. Leclair asked the purpose of the remote flushing and Chief Pelton noted in the event an item is missed evidence might get flushed, such as a syringe, and cause expensive damage. Flushing by officers would also prevent multiple flush flooding.

Mr. Leclair asked if the Police Department had a water softener and Chief Pelton indicated they did not.

Chief Williams noted insulation at the Safety Complex is only being replaced on one side and there were leaks in the ceiling of the training room last year. At an earlier meeting Chief Williams put forth a proposal for an extractor.

Mr. Herman reported the Board has a public hearing scheduled for June 7<sup>th</sup> to accept the federal ARPA funds. Mr. Leclair requested Mr. Herman compile a list of the various requests the Board has received together with a copy of the Capital Improvement Plan (CIP) items for the Board's consideration. It was noted more specific guidance as to how funds may be expended is expected to be issued by the U.S. Treasury within the next few weeks.

### **Town Response to COVID-19 and State Emergency Declaration**

Chief Pelton reported the number of positive COVID cases are down to one-to-four cases. The weekly calls with the State were cancelled. The number of soldiers at vaccination sites are being cut.

Mr. Leclair noted vaccine appointments are available at some drug stores now.

Mr. Bedard asked if 70% of vaccinated residents is defined as eligible residents or overall and Chief Pelton noted those eligible.

Mr. Leclair asked if responders were still wearing PPE and Chief Pelton noted only to medical calls.

### **New Business**

#### **Water Conservation Plan – Auburn Heights 55+ Project**

Mr. Herman provided a letter from Lewis Engineering dated May 18, 2021 detailing the water conservation plan for Auburn Heights Senior Housing asking the Selectmen to review and comment on the plan with NHDES. Mr. Herman noted NHDES rules require the governing board to review the plan for consistency.

#### **Lawrence Gould – Stop Signs at Steam Mill Road and Wellesley Circle**

Mr. Leclair reviewed a letter from resident Lawrence Gould of Steam Mill Road who has requested the stop sign at the intersection of Steam Mill Road and Wellesley Circle be removed. The Board noted the signs were put up on a trial basis in late 2019. The Board also agreed it would invite the homeowners who had requested the stop sign back in to meet with the Board before deciding.

#### **State Auction – GMC Pick-up Truck**

Mr. Herman reported the former Parks & Recreation vehicle will be going to auction on June 25<sup>th</sup>. He noted APD Office Manager Lil Deeb was assisting with scheduling a tow of the vehicle to the auction site on either June 2<sup>nd</sup> or 3<sup>rd</sup>.

#### **Designee for Collective Bargaining Team**

The Board agreed Mr. Leclair would be the designee to represent the Selectmen at the Collective Bargaining negotiations. Mr. Herman noted the contract ends in March of next year. He also indicated he would likely try to arrange a meeting of the Town team and legal counsel in advance to ensure everyone is together in their approach to negotiations.

## **Old Business**

### **Citizen's Advisory Broadband Committee**

Mr. Leclair noted the Committee will meet again in June after the Requests for Information from the Internet Service Providers have been received.

### **Report/Comments of Ex-Officio Board Representatives**

Mr. Bedard reported Highway Safety met and Sergeant Cashman reported on the data from the radar trailer on Anderson Way. Eight vehicles were observed over a two-day period and all were 100% in compliance.

Mr. Rolfe reported the Planning Board met and discussed the extension of a three-lot subdivision on Raymond Road which had expired, the conditional approval of King Street and the 55+ Senior Housing proposed by Mr. Falzone.

Mr. Leclair asked about the number of building permits that might be issued for one year and Mr. Herman explained they could see potentially 21 permits issued in a calendar year if extra permits remain in September and November that could be assigned.

## **Other Business**

Mr. Bedard asked about the repairs being funded by Manchester Water Works at the Severance School building proposed to be rented by the Town, expressing concerns with the rise of construction materials and delays with contractors since the onset of Covid and how that would affect renovation costs and thus the rent being paid by the Town. Mr. Herman will reach out tomorrow to see if the estimates are still a valid number. Mr. Leclair noted it was doubtful contractors would get in this year.

Steve Davis of Cohas Drive asked about placing no parking signs at the intersection of Rockingham Road and Sheas Drive. Patrons of the Pitts are parking on both sides of the street on Thursday and Friday evenings. Some trees have been taken down and so people are now parking in the travel lane instead. Mr. DiPietro noted the issue is migrating parking but could be put on the agenda of the next Highway Safety meeting if it is still an issue. The issue appears to be making the turn safely when vehicles are parked on those corners. Chief Pelton recommended having signs installed to remind that by law there is no parking 12' from the intersection. Mr. Leclair agreed there could be one or two signs installed at each corner. Mr. Herman will notify the Road Agent.

## **Next Meeting/Events**

Monday, June 7, 2021 – Board of Selectmen's Meeting – 7:00 PM

Monday, June 21, 2021 – Board of Selectmen's Meeting – 7:00 PM



## **Minutes**

May 10, 2021 Public Meeting

***Mr. Rolfe motioned to approve the May 21, 2021 Public Meeting Minutes as written. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

### **Non-Public Session per RSA 91-A:3, II (a) & (I)**

Compensation of any public employee & consideration of legal advice provided by Town Counsel.

***Mr. Leclair motioned to go into non-public session pursuant to RSA 91-A:3, II (a) & (I) compensation of any public employee & consideration of legal advice provided by Town Counsel. Mr. Bedard seconded the motion. A roll call vote was taken Leclair – aye, Bedard – aye and Rolfe – aye. The motion passed unanimously.***

The meeting room was closed to the public at 8:04 PM.

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

The meeting room was reopened to the public at 8:35 PM.

***Mr. Rolfe motioned to seal the minutes of the non-public sessions. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

***Mr. Bedard motioned to approve a step increase for the Town Clerk from a Labor Grade 12, Step 10 to a Labor Grade 12, Step 11 upon the individual's May 31, 2021 anniversary date. Mr. Rolfe seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

## **Adjourn**

***Mr. Rolfe motioned to adjourn at 8:35 PM. Mr. Bedard seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.***

Respectfully submitted,

Nancy Hoijer  
Recording Secretary