

**Town of Auburn
Board of Selectmen
May 8, 2017
Town Hall
7:00 p.m.**

() Call to Order – Pledge of Allegiance

Approval of Payroll for Week of May 1st, 2017

Approval of Accounts Payable for Week of May 8th, 2017

Consent Agenda – as of May 8th, 2017

() Appointments with the Board

() New Business

Building Safety Month – May 2017

E-Waste Collection Event – October 14th

Building Committee / Garage Project

Auburn Development Authority

Prepayment of Taxes Policy

Review of Town Property / Potential Sale

Old Home Day Invitation

() Old Business

Request to Film on Lantern Lane

Appointment of BK Bazan – Parks & Recreation Commission

() Other Business

() Minutes

- April 24th, 2017 Public Meeting

() Non-Public Session

Pursuant to the provisions of RSA 91-A: 3, II (c) – Consideration of the reputation of someone other than a member of the Board

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."



Proclamation

Building Safety Month — May, 2017

Whereas, **The Town of Auburn, New Hampshire** is committed to recognizing our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster, and;

Whereas, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas, these guardians are dedicated members of the International Code Council, a U.S. based organization, that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, worship, play, and;

Whereas, our nation benefits economically and technologically from using the International Codes® that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the nation; these modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquake; and;

Whereas, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown guardians of public safety—our local code officials—who assure us of safe, efficient and livable buildings that are essential to keep America great, and;

Whereas, "Code Officials—Partners in Community Safety and Economic Growth" the theme for Building Safety Month 2017, encourages all Americans to raise awareness of the importance of building safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry. Building Safety Month 2017 encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies, and,

Whereas, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, We, Selectmen of the Town of Auburn, New Hampshire, do hereby proclaim the month of May 2017 as Building Safety Month.

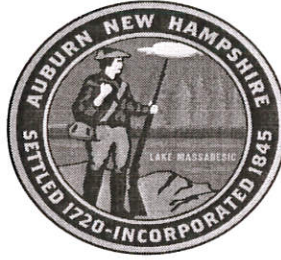
James F. Headd, Selectman

Richard W. Eaton, Selectman

Dale W. Phillips, Selectman

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: May 5, 2017

Re: Annual E-Waste Collection Event

On May 3rd, we received a verbal confirmation from East Coast Electronic Recycling (ECER) of Shirley, MA for the holding of the Town's annual E-Waste Collection event on Saturday, October 14th from 9 AM to 2 PM. We have again requested the ability to use the front parking lot at the Auburn Village School for this event.

The quoted cost was \$1,950 per trailer for a total of \$3,900 for the two tractor trailers we have used the past five years. This price has remained constant for the years Auburn has held this event.

Earlier today, we received the agreement document that would complete this scheduling, and verified the cost.

At this point, we are seeking the Board's approval of the event and the date assuming the Board wants to move forward with this activity.

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

Move to approve East Coast Electronic Recycling proposal to hold an E-Waste Collection event in Auburn on October 14th from 9 AM to 2 PM at a total cost of \$3,900, and to further authorize the Town Administrator to execute the agreement for this purpose.

Thank you for your consideration.

This **Statement of Work** shall set forth the terms and conditions and scope of services provided to perform, the recycling services for "Materials" which shall mean personal computers, peripherals and related equipment including CPUs, monitors, laptops, printers, servers, drives, modems, network equipment, audio visual equipment, TVs, fax machines, desktop and freestanding copiers, all of which are collected by the town of Auburn, NH during a one day collection event. If there is a conflict between this Statement of Work and any term in the body of the Statement of Work, this "Agreement" shall govern.

Services:

- ECER will provide two 48' trailers to the Town of Auburn, NH for a one day electronic recycling collection event, which will be held on Saturday October 14, 2017 from 9:00am-2:00pm at 11 Eaton Hill Road (Auburn Village School).
- ECER will drop the first trailer at 8:30am and two laborers to start filling the trailer while the driver picks up the second trailer and two additional laborers from ECER. The first trailer brought must be the first trailer that is filled. Once the first trailer is full to capacity the driver will bring it back to ECER while the second trailer is being loaded. Once the collection event is over and all "Materials" are collected the second trailer will then proceed back to ECER.
- ECER will provide the supplies needed for the collection of all "Materials".
- ECER will transport the palletized "Materials" from 11 Eaton Hill Road in Auburn, NH directly to ECER, located at 68 Walker Road, Shirley, MA 01464.
- ECER does not accept any broken glass, batteries, or bulbs.
- ECER assumes ownership, possession, title and control of the "Materials" once picked up from the Town of Auburn, NH.

INVESTMENT SUMMARY	
Flat Rate	\$1950.00* / trailer

**If the second trailer brought is not full to capacity or remains empty at the end of the collection event the \$1950.00 rate will still apply for the requested trailer.*

IN WITNESS THEREOF, the parties hereto by their duly authorized representatives have executed this Agreement effective as the date first written below.

ECER

Signature: _____
 Print Name: _____
 Title: _____
 Date: _____

**Town of
Auburn, NH**

Signature: _____
 Print Name: _____
 Title: _____
 Date: _____

Town of Auburn

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Town Administrator

William G. Herman, CPM
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E-Mail:
townadmin@townofauburnnh.com

To: Board of Selectmen

From: Bill Herman, CPM, Town Administrator

Date: May 4, 2017

Re: Potential Storage Building / Garage Project

The Board had previously indicated an intention to focus attention on the potential storage building / garage building for the Safety Complex property in order to fully develop the concept and plans in order to be able to move forward with a specific proposal at a future Town Meeting.

I believe the idea was for the Board to designate a building committee of sorts to work through what would or wouldn't be included in this potential facility in order to secure a sound cost estimate that could be used for budgeting purposes.

Although there are no specific funds appropriated for this effort; that does not prohibit the Board from working on a planning and concept basis, and potentially seeking cost estimates for the basis of whatever proposal may be advanced in the future. To the extent needed, the Board does have some general consulting funds in its budget, a portion of which may be used for this effort.

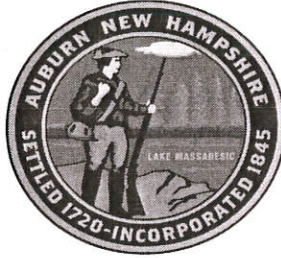
The Board had generally indicated it was interested in appointing some sort of a committee to work on this, and that likely should be the first step the Board takes to work on this. I assume the committee should include participation from the Police Department, Parks & Recreation and Town Administration at a minimum. And should likely include at least one member of the Board of Selectmen.

There is no mandatory deadline for this effort unless the Board intends to put a proposal forward in the 2018 fiscal year. If that is the case, there is a deadline of early January 2018 to have a specific proposal ready for inclusion in the annual warrant and budget process.

Thank you for your consideration.

Town of Auburn

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To: Board of Selectmen


From: Bill Herman, CPM, Town Administrator

Date: May 3, 2017

Re: Re-Activation of Auburn Development Authority

One of the goals the Board established for 2017 was to *"study how to expand commercial growth around town with water and sewer extensions and/or update to zoning regulations."*

The Board has had brief conversations on the potential of re-constituting the Auburn Development Authority and tasking them with looking at the potential of water and/or wastewater for the area of By-Pass 28 or Rockingham Road / Wellington Business Park.

I think it is also a potential for the Authority to look at working cooperatively with the School District to consider the potential of having the rock and ledge excavated from the school property near Exit 2 to enable that site to become a developable site. The Board has also mentioned proposing a potential zoning change for this area to encourage commercial development, which the Authority might be a catalyst.

The Town established the Auburn Development Authority in 1999 *to foster and encourage industrial development within the Town of Auburn*. The main focus turned pretty quickly to securing the former rifle range property on Rockingham Road from the federal government and establishing what has become the Wellington Business Park.

Since 2011, the Town has not appointed members to the Auburn Development Authority. The Board should consider appointing a minimum of five (5) individuals to this board with initial scattered one, two and three year terms of office. Among the names that have been mentioned in various conversations are Dan Carpenter, Jim Lagana (a former ADA member), Cynthia Harrington, Michael DiPietro (a former ADA member), and a Selectmen's member. But there may well be others individuals you want to consider.

The Town still carries approximately \$18,000 on the books for the Auburn Development Authority, which you could make available for some professional assistance in examining the potential of bringing water to the area of By-Pass 28 or sewer service to the Wellington Business Park, or possibly developing a contract for the rock / ledge excavation project.

There is no specific deadline for the Board to take action, but no activity is going to occur until individuals are appointed to the Authority and they can meet as a body.

Thank you for your consideration.

TOWN OF AUBURN

PREPAYMENT OF TAXES POLICY

This policy is intended to provide a formal public record of the authorization provided to the Town of Auburn Tax Collector to accept the prepayment of taxes from any person, firm or corporation owning taxable property in Auburn

SCOPE

The Board of Selectmen are determining any person, firm or corporation owning taxable property within the Town of Auburn may, at any time before notice of the amount of taxes assessed against said property has been issued by the Town, make payments on account of such taxes as will be due and the collector of taxes shall receive such payments and give a receipt therefor and credit the amounts paid toward the amount of taxes eventually assessed against the property.

CONDITIONS

The Collector of Taxes shall pay over all sums so received to the town treasurer under the provisions of RSA 41:35.

No taxpayer shall be allowed to prepay taxes more than two (2) years in advance of the due date of the taxes.

No interest shall accrue to the taxpayer on any prepayment, nor shall any interest be paid to the taxpayer on any prepayment which is later subject to rebate or refund.

COMPLIANCE WITH STATUE

This policy shall require the Collector of Taxes to remain in compliance with the provisions of RSA 80:52-a as it may from time to time be amended by the Legislature.

EFFECTIVE DATE

This policy shall take effect upon approval. This policy shall remain in effect until specifically rescinded by the Board.

Adopted by the Board of Selectmen the 8th day of May, 2017.

TOWN OF AUBURN
PREPAYMENT OF TAXES POLICY

James F. Headd

Richard W. Eaton

Dale W. Phillips
AUBURN BOARD OF SELECTMEN

Received and recorded this _____ day of _____, 2017

Kathleen A. Sylvia, Town Clerk

TITLE V TAXATION

CHAPTER 80 COLLECTION OF TAXES

Miscellaneous Provisions

Section 80:52-a

80:52-a Prepayment. – Any town by vote at a town meeting under a proper article in the warrant or by vote of the board of selectmen or the town council and any city by vote of its governing board may authorize the prepayment of taxes and authorize the collector of taxes to accept payments in prepayment of taxes. If a town or city so votes, any person, firm or corporation owning taxable property may, at any time before notice of the amount of taxes assessed against said property has been received, make payments on account of such taxes as will be due and the collector shall receive such payments and give a receipt therefor and credit the amounts paid toward the amount of the taxes eventually assessed against said property. In any town or city which shall vote to authorize the prepayment of taxes the collector of taxes shall give such bond in the form and amount which the commissioner of revenue administration shall require, and the collector shall pay over all sums so received to the town treasurer under the provisions of RSA 41:35. No taxpayer shall be allowed to prepay taxes more than 2 years in advance of the due date of the taxes. No interest shall accrue to the taxpayer on any prepayment, nor shall any interest be paid to the taxpayer on any prepayment which is later subject to rebate or refund.

Source. 1963, 36:1. 1973, 544:8. 1989, 155:1. 1998, 244:1, eff. Aug. 24, 1998.

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To: Board of Selectmen

From: Bill Herman, CPM, Town Administrator

Date: May 2, 2017

Re: Review of Town Property

One of the goals the Board had established for 2017 was to review all property owned by the Town to enable the Board to consider the Town's property holdings and make decisions as to whether continued ownership of the individual properties made sense for the Town.

To assist the Board with this goal, we first began with the "Schedule of Town Property" published in the Town Report. The list attached has eight properties highlighted based on earlier research efforts of Finance Director Adele Frisella. Seven of the properties were provided to the Town as "green space" or "open space" in relation to subdivisions, while one was given for the specific provision of fire suppression activities.

Removing those eight lots from consideration, that yielded a list of 23 properties for further research. The spreadsheet attached itemizes these 23 properties. Another seven of these properties are highlighted as "Green Space" donated to the Town through various subdivision processes and should not be considered for sale. Two other properties were donated with specific provisions that they only be used for recreation or conservation purposes, and also should be retained by the Town.

The remaining 14 properties have been acquired by Tax Collector Deed over the years (between 1976 and 2013) and are not encumbered by any restrictions for use or purpose. These properties the Board could take a serious look at whether the Town has a potential use for them or if the Town should consider putting them up for sale and returning them to private ownership.

Pursuant to the provisions of RSA 80:80, the Board of Selectmen has the authority to sell these properties by either public auction or by an advertised sealed bid process. If the Board were interested in selling any of these properties, the public auction process may be the best process to utilize.

And although the Board should not consider selling any of the properties designated as "Green Space" or "Open Space", they may want to consider the potential of consulting with a forester and determining if a selective cut of timber on these properties might be worthwhile to pursue both for the betterment of the properties and the potential of income generation.

Thank you for your consideration.

Attachments

SCHEDULE OF TOWN PROPERTY

<u>Map</u>	<u>Lot</u>	<u>Location</u>	<u>Acres</u>	<u>Value</u>
1	36-28	Wayne R. Eddows Memorial Field, Priscilla Lane	17.7830	\$ 329,700
5	12-6	Pingree Hill Fire Station & Land - 6 Pingree Hill Road	2.0000	346,700
10	3-2	Public Safety Complex & Land - 55 Eaton Hill Road	9.6970	776,800
11	19-1	Highway Garage & Land - 273 Chester Turnpike	27.0200	417,700
18	48	Sun Valley Park	1.3480	118,400
26	9	Griffin Memorial Library & Land - 22 Hooksett Road	0.5000	306,000
26	27	Town Hall & Land - 47 Chester Road	0.8240	474,200
		Auburn Village Cemetery		
		Longmeadow Cemetery		
1	7	Land, Rattlesnake Hill Road	42.0000	146,600
1	36	Land, Cameo Court	27.0000	194,500
1	36-1	Land, Ridge Court (Cameo Court)	24.0000	196,300
2	3-4	Land, Steam Mill Road Conservation Easement	10.1000	95,900
2	6	Land, Wilson's Crossing Road Conservation Easement	56.6130	222,500
2	7-3	Land, Steam Mill Road (Nut Road) Conservation Easement	6.0000	108,400
2	10	Land, Steam Mill Road Conservation Easement	1.2500	67,700
2	40	Land, Pingree Hill Road (backland)	34.0000	50,600
2	48	Land, Pingree Hill Road	1.0000	1,800
2	50	Land, off Pingree Hill Road	7.5000	13,100
4	5-3	Land, Audubon Conservation Easement	82.0000	65,500
4	24-11	Land, Rockwood Terrace	0.5000	88,200
5	9	Land, Rattlesnake Hill Road	3.2870	110,100
5	10-10	Land, off Pingree Hill Road	2.0000	3,500
5	14	Land, Pingree Hill Road/Wilson's Crossing Road	0.1030	20,100
5	45	Land, Calef Road	2.0000	95,800
5	69-8	Land, Hawthorne Drive	4.1900	-
5	69-28	Land, Hawthorne Drive	4.2600	-
8	8	Land, Bunker Hill Road	5.2860	104,000
9	16-19	Land, Star Circle	3.3040	104,800
9	28-1-24	Land, Harvard Avenue - Fire Suppression	0.9220	16,900
9	39	Land, Hooksett Road	0.4000	11,200
12	16-1	Land, Hooksett & Hills Road	2.0000	100,800
12	16-2	Land, Hills Road	2.0200	105,900
12	16-12	Land, Meadow Lane	5.3400	116,900
13	2	Land, Old Candia Road	0.2500	10,000
13	23	Land, Joan Drive	3.0000	103,800
13	24	Land, Old Candia & Depot Road	0.7500	68,300
17	6	Land, Appletree Road	3.0560	104,500
17	18	Land, Appletree Road	1.0330	93,200
17	84	Land Pinetree Road	0.6660	88,600
23	10-A	Land, Chester Road (Gazebo)	0.0000	7,600
23	12	Land, Bunker Hill Road	0.1100	6,500

Total Value of Inventory of Town Property

\$ 5,293,100

TOWN OWNED PROPERTIES FOR BOS REVIEW

	<u>Tax Map / Lot</u>	<u>Location</u>	<u>Acres</u>	<u>Year</u>	<u>How Acquired</u>	<u>Book</u>	<u>Page</u>
#1	TM 1, L 7	Land, Rattlesnake Hill Road	42 acres	1999	Tax Collector Deed	3415	1621
#2	TM 1, L 36	Land, Cameo Court	26.509 acres	1992	Warranty Deed	2918	1997
#3	TM 1, L 36-1	Land, Ridge Court	23.800 acres	1988	Donated		
#4	TM 2, L 40	Land, Pingree Hill Road	34.000 acres	1976	Tax Collector Deed	2268	546
#5	TM 2, L 48	Land, Pingree Hill Road	1.000 acre	1997	Tax Collector Deed	3218	2298
#6	TM 2, L 50	Land, off Pingree Hill Road	7.500 acres	1983	Tax Collector Deed	2445	294
#7	TM 4, L 24 - 11	Land, Rockwood Terrace	0.500 acres	1981	Green Space		
#8	TM 5, L 9	Land, Rattlesnake Hill Road	3.287 acres	1974	Green Space	2226	474
#9	TM 5, L 10 - 10	Land, off Pingree Hill Road	2.000 acres	1974	Green Space	2227	1046
#10	TM 5, L 45	Land, Calef Road	2.000 acres	1970	Green Space		
#11	TM 8, L 8	Land, Bunker Hill Road	5.286 acres	2006	Tax Collector Deed	4706	71
#12	TM 9, L 16-19 (Shown in Enlargement on Sheet #33)	Land, Star Circle	3.304 acres	1970	Green Space		
#13	TM 9, L 39	Land, Hooksett Road	0.400 acres	2011	Tax Collector Deed	5214	2435
#14	TM 12, L 16-1	Land, Hooksett & Hills Roads	2.000 acres	1992	Tax Collector Deed	2957	1808
#15	TM 12, L 16-2	Land, Hills Road	2.020 acres	1992	Tax Collector Deed	2957	1809
#16	TM 12, Lot 16-12	Land, Meadow Lane	5.340 acres	1980	Green Space	2377	513
#17	TM 13, L 2	Land, Old Candia Road	0.250 acres	1992	Tax Collector Deed	2950	2297
#18	TM 13, L 23	Land, Joan Drive	3.000 acres	2002	Green Space		
#19	TM 13, L 24	Land, Old Candia / Depot Roads	0.750 acres	1996	Tax Collector Deed	3156	2108
#20	TM 17, L 6	Land, 13 Appletree Road	3.056 acres	1978	Tax Collector Deed	2376	1236
#21	TM 17, L 18	Land, Appletree Road	1.033 acres	1978	Tax Collector Deed	2329	1224
#22	TM 17, L 84	Land, Pinetree Road	0.666 acres	2013	Tax Collector Deed	5441	354
#23	TM 23, L 12	Land, Bunker Hill Road	0.110 acres	1998	Tax Collector Deed	3303	2250

Deeded restrictions -- limited to public recreation and conservation

"Green Space" or "Open Space" donated through subdivision process.

Bill Herman

From: Melissa Gates
Sent: Wednesday, May 03, 2017 9:06 AM
To: dmccarthy@town.rye.nh.us; dqmanchester@yahoo.com; auburnelectric@gmail.com
Cc: Bill Herman
Subject: Auburn Old Home Day

Hello Police Commissioners,

It occurred to me on the way home that I should have mentioned this to you at last nights meeting, and forgot.

As you may or may not have heard yet, the Auburn Parks and Rec and the Auburn Safety Complex are planning to have a Auburn citizen appreciation event on June 3rd, from 4PM to 9PM here at the Safety Complex. We have lots of games, and events planned, a lot of emergency vehicles coming for people to be able to see up close and personal and the night will end with a fireworks display at about 830PM.

One of the things I was able to secure was a dunk tank. The committee is looking for people to commit to about half hour in the tank. We have police officers, the fire chief, and Manchester Fire Chief all committed to doing a half hour so far. We have reached out to the school, and I was hoping at least one of you might be interested in helping us out?

Bill, I CC'd you on this as well, in hopes you could pass the request on to the board of selectmen? We really thought it would be fun for the kids of all ages to be able to see a time when they could have a chance to dunk someone they know.

If you could let me know as soon as possible, also if there is anyone else you could think of we could reach out to that would be great!!!

Thank you,

Melissa

Melissa@thePD
Records Manager
Community Outreach Coordinator
PO Box 339
55 Eaton Hill Rd
Auburn, NH 03032
(603)483-2134
Fax: (603)483-2013

Bill Herman

From: Ray Pelton
Sent: Wednesday, April 26, 2017 8:38 AM
To: Bill Herman
Subject: RE: Film Project & NH 10 Miler Road Race

Bill ,

Melissa has been in touch with the contact person for Hoka One One and has been setting up what assistance they would need. They have not locked down specific hours that they would be in the roadway by 20 Lantern Ln . I am planning on requiring them to get an Auburn Police Officer and a Water Works Officer for the duration of their time in Auburn to provide traffic control and to monitor their use of Watershed property . We can easily reroute most traffic on this small section of Lantern down Margate and I am sure Officers can assist anyone who lives in the affected area get in and out of their homes. The last Commercial filmed in Auburn involved 30 or so vehicles and about 50 people. Jason Inentile and John Oneil have also been in communication with the production personnel and will set up where they will be filming on Water Works property.

In regards to the Millennium Running 10 miler , the Police Department has provided traffic control every year since 2011 . We provide 7 detail Officers ,one at each major intersection and two at Chester Rd and Wilson Crossing. We have never had any problems during this event other than traffic delays through the center of Town while the bulk of the runners travel from the center of Town to Wilson Crossing for about 30 minutes.

If need I can attend the meeting on May 8 to answer any questions.

Ray

From: Bill Herman
Sent: Tuesday, April 25, 2017 4:53 PM
To: Edward Picard; Ray Pelton
Cc: Lil Deeb
Subject: Film Project & NH 10 Miler Road Race
Importance: High

The Board of Selectmen received and discussed the request to close part of Lantern Lane for filming on May 23rd – 25th at their meeting last night. They requested input from the Auburn PD on what would be recommended to accommodate this request.

Hoka One One is a manufacturer and distributor of running shoes around the world. The Board appeared to be included to try and accommodate this effort, but requests input & recommendation from the APD in time for their next meeting on May 8th.

In addition, we have also received information from Millennium Running for their planned August 26th New Hampshire 10 Miler Road Race in Manchester and Auburn.

We will also provide this to the Board at their May 8th meeting, and they will want input from the APD on what would be required for this event as well.

Thank you.

Bill

Bill Herman, CPM
Town Administrator
Town of Auburn
PO Box 309
Auburn, NH 03032
(603) 483-5052, ext. 111

NOTICE: Privacy should not be assumed with e-mails associated with Town business. Under New Hampshire's Right-to-Know law (RSA 91-A), documents – including e-mail communications – in the possession of public officials or public agencies concerning Town business are classified as public records that may be subject to public disclosure.

From: Bill Herman
Sent: Monday, April 17, 2017 9:53 AM
To: Edward Picard <epicard@townofauburnnh.com>; Ray Pelton <rpelton@townofauburnnh.com>
Cc: Lil Deeb <ldeeb@townofauburnnh.com>
Subject: FW: Film Project

We have received the attached request for the potential road closure or at least lane reduction on Lantern Lane and immediate area on May 23rd through May 25th.

When Mr. Allen called, I indicated to him it was unlikely the Town would actually close the road, but could make reasonable accommodations to allow the filming they are seeking to complete. I suggested it was possible a police detail would be required to accommodate this, and requested he send the written request and description that I received below.

I would like to take this to the Board of Selectmen for their approval at their next meeting on April 24th if possible.

I don't know if you would want to contact Mr. Allen directly for further information as to needs and plans, but it would be help to know whether a detail would be needed for this mid-week activity in time for the Board's April 24th meeting.

Thank you.

Bill

Bill Herman, CPM
Town Administrator

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From: Jeffrey Allen [<mailto:jeffrey.allen@deckers.com>]
Sent: Thursday, April 13, 2017 2:36 PM
To: Bill Herman <townadmin@townofauburnnh.com>
Cc: Michael Blake <michael.blake@deckers.com>
Subject: Film Project

Good Afternoon,

It was great talking with you this morning. So, outlined below is our desired plan and rough timeline. Please let me know how to proceed.

We would like to shoot part of a small film project in Auburn, NH. We would like to shoot a few running scenes on the street 20 Lantern Lane and surrounding neighborhood. We want to do whatever the Town of Auburn deems best: closure of the road, partial closure, police assisting traffic, etc.

We are also wanting to shoot a few scenes of our runners running on the Massabesic Lake Trails at night and during the day.

Our plan is to arrive in Auburn on May 22nd and shoot the above scenes from the 23rd-25th.

We are very excited to come to your town and work with Auburn.

Thanks for your help on this.

I've cc'ed Hoka's Brand Creative Producer, Michael Blake, for reference.

Best,

Jeff Allen
Independent Consultant
Hoka One One
jeffrey.allen@deckers.com

**Millennium Running**

138 Bedford Center Road
Bedford, NH 03110
www.millenniumrunning.com

April 13, 2017

Mr. William G. Derman, Town Administrator
Town of Auburn
PO Box 309
Auburn, NH 03032
townadmin@townofauburnnh.com

Dear Mr. Derman:

It is that time of year again, we have begun to plan for the annual New Hampshire 10 Miler Road Race. We are looking to once again have approximately 1,200 participants for what has become the premier 10-mile race in New Hampshire.

As normal we wanted to touch base as a matter of pre-planning, it is essential that we reach out to all parties that are affected in any way by this event. In this case, the Town of Auburn is critical for the organization and implementation of the race.

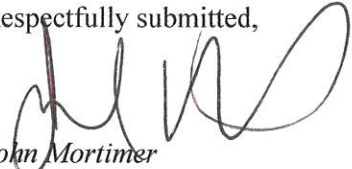
Here is a link to a map of the course that has been used for the past 6 years via the Millennium Running website:
http://www.millenniumrunning.com/wp-content/uploads/2014/09/USATF-NH10Miler_AdjustedCourseCertification_2016.pdf

As you can see, there are no course changes proposed from last year. The proposed road closures, delays, and detours that were used to ensure the safety of all participants and spectators was very successful last year. The Police and Fire Departments work hand-in-hand with Millennium Running to ensure the safety of all participants.

Please keep in mind that my hope is to create a very successful event for runners in New Hampshire and benefits some very deserving local charities. There is nothing that exists like this in the area; therefore, this is a premier event that puts a spotlight on the Town of Auburn and Lake Massabesic.

If you have any questions or concerns about this year's event, please reach out and let's discuss the potential problem areas so that once again we can showcase the beauty of the Town of Auburn and Lake Massabesic during the 7th annual New Hampshire 10 Miler.

Respectfully submitted,

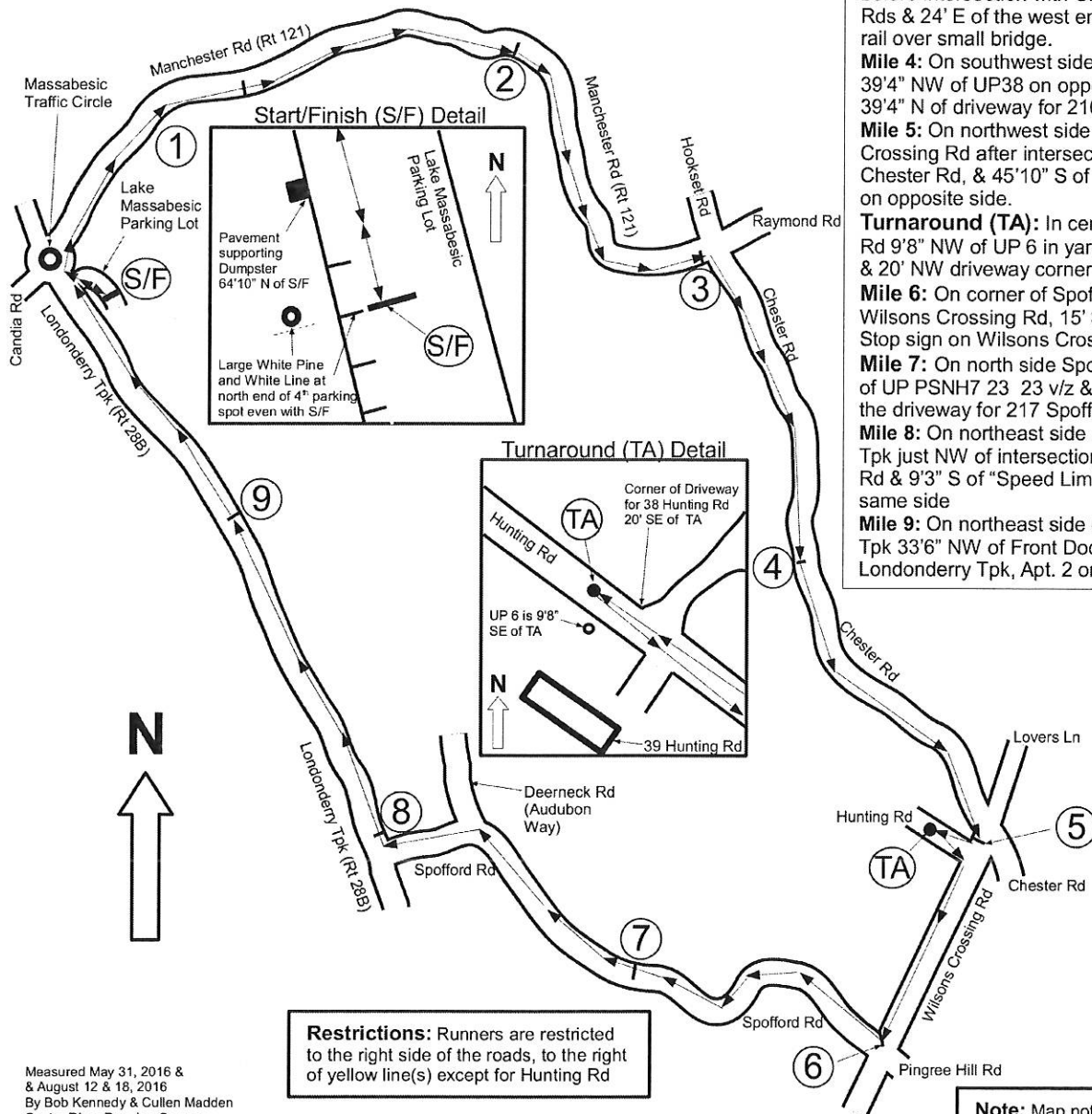

John Mortimer
Event/Race Director

APR 21 2017

New Hampshire 10 Miler Manchester, New Hampshire



USATF Certificate NH16012BK
Effective August 19, 2016 - December 31, 2026



Restrictions: Runners are restricted to the right side of the roads, to the right of yellow line(s) except for Hunting Rd

Start/Finish, Turnaround and miles are marked white paint and P-K nails (UP = Utility Pole).

Start/Finish/Mile 10: In Lake Massabesic Parking Lot off of Londonderry Tpk (Rt. 28B) near the south end on the west side, even with the south side of a large White Pine and a white stripe marking the north end of the 4th parking spot on the west side from the south, and 64'10" S of pavement supporting a dumpster, 12' from the edge of the parking lot. **Mile 1:** On south side of Manchester Rd (Rt 121) 16' E of UP 25T with "Cottage" Ave sign on opposite side, & just E of the Portsmouth Branch – Rockingham Rail Trail.

Mile 2: On south side of Manchester Rd 50' W of UP5 on same side.

Mile 3: On south side of Manchester Rd before intersection with Chester/Hookset Rds & 24' E of the west end of the guard rail over small bridge.

Mile 4: On southwest side of Chester Rd 39'4" NW of UP38 on opposite side, & 39'4" N of driveway for 210 Chester Rd.

Mile 5: On northwest side of Wilsons Crossing Rd after intersection with Chester Rd, & 45'10" S of UP PSNH 81 on opposite side.

Turnaround (TA): In center of Hunting Rd 9'8" NW of UP 6 in yard of 39 Hunting & 20' NW driveway corner for 38 Hunting.

Mile 6: On corner of Spofford Rd & Wilsons Crossing Rd, 15' S of base of Stop sign on Wilsons Crossing Rd.

Mile 7: On north side Spofford Rd 32' W of UP PSNH7 23 23 v/z & about 60' E of the driveway for 217 Spofford Rd.

Mile 8: On northeast side of Londonderry Tpk just NW of intersection with Spofford Rd & 9'3" S of "Speed Limit 45" sign on same side

Mile 9: On northeast side of Londonderry Tpk 33'6" NW of Front Door to 161 Londonderry Tpk, Apt. 2 on same side.

Measured May 31, 2016 &
& August 12 & 18, 2016
By Bob Kennedy & Cullen Madden
Oyster River Running Company
osprey02554@yahoo.com
508-577-4105

Note: Map not drawn to scale.
Many streets and cross streets
not on map.

APPOINTMENT OATH OF OFFICE

To BK Bazan of Auburn in the County of Rockingham

WHEREAS, there is a vacancy on the Parks & Recreation Commission in said town and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you the said, **BK Bazan a member of the Parks & Recreation Commission** of the Town of Auburn and upon your taking the oath of office, and having this appointment and the certificate of said oath of office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the liabilities of such office. Term to expire March 2019, or upon the selection of your successor.

Given under our hands this 8th day of May 2017

Selectmen of the Town of Auburn

"I, BK Bazan, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the Parks & Recreation Commission for the Town of Auburn to the best of my abilities, agreeably to the rules and regulations of the Constitution and Laws of the State of New Hampshire; So help me God."

Signature

Address

Phone

E-Mail

Personally appeared the above named, BK Bazan took and subscribed the foregoing oath.

State of New Hampshire, Rockingham County

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On the ____ day of _____ of 2017

Selectman, Moderator,
Town Clerk or Deputy Town Clerk

Received and Recorded

.....

Kathleen A. Sylvia, Town Clerk