

POLICY CONCERNING USE OF ELECTRONIC MESSAGE BOARD AT THE AUBURN TOWN HALL

In June 2012, the Town of Auburn included a monochrome digital display message board as part of a new "Town of Auburn" sign erected at the Town Hall at 47 Chester Road.

The electronic message board was funded, in part, by an Emergency Management Assistance grant from the NH Bureau of Emergency Management, Department of Safety for the purpose of being able to communicate with residents during times of emergency.

The Town of Auburn is adopting the following policy to ensure the appropriate use of the electronic message board during both emergency and non-emergency circumstances.

Emergency Use:

During times of a public emergency situation (i.e. – flooding; significant weather event; mass inoculation or evacuation; hurricane, etc.) when the Town has activated its Emergency Management Operations Plan, the electronic message board shall be utilized to communicate important information to Auburn residents.

Some examples of emergency notice information may include:

- ❖ Road Closures
- ❖ Warm-up Stations Opened
- ❖ Shelters for Food and Sleeping Opened
- ❖ Town Office Closed
- ❖ Mass Care Directions
- ❖ School Closing or No Bus Transportation

During times of public emergency situations, the information for messages to be posted on the electronic message board shall be approved by the Auburn Emergency Management Director to ensure compliance with official activity.

Non-Emergency Notices:

It shall be the policy of the Town of Auburn that the electronic message board will be utilized on a limited basis to provide notice of the meetings of any Town of Auburn board, committee or commission. A notice to include the name of the board, committee or commission, the date and time of its meeting, and location if other than the Town Hall, shall be the primary non-emergency notices to be posted on the message board approximately twenty-four (24) hours prior to the meeting.

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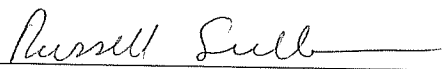
Other official Town-related notices for non-emergency use may include:

- ❖ Annual Town Meeting
- ❖ Various Election Dates
- ❖ E-Waste Collection Day
- ❖ Household Hazardous Waste Collection

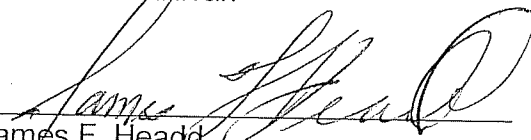
When there are no notices to be shown, the electronic message board shall be turned off.

The posting of messages and updating of postings on the electronic message board shall be managed through the Selectmen's Office.

Adopted by the Board of Selectmen the 24th day of September, 2012.



Russell C. Sullivan




James F. Headd



Paul M. Raiche
AUBURN BOARD OF SELECTMEN

Received and recorded this 25 day of September, 2012



Joanne T. Linxweiler, Town Clerk