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8 **Town of Amherst, NH**
9 **BOARD OF SELECTMEN MEETING MINUTES**
10 **Barbara Landry Meeting Room**
11 **2 Main Street**
12 **Monday, December 14, 2015**
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- 17 **1. Call to Order**
18 **2. Non Public Session**
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20 **3. Public Session/Pledge of Allegiance**
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22 Chairman Dwight Brew called the meeting to order at 6:35 p.m. Attendees: Chairman Dwight
23 Brew, Vice Chairman John D'Angelo, Selectmen Tom Grella, Nate Jensen, and Reed Panasiti.
24 Also present: Town Administrator, Jim O'Mara, and Suzanne Beauchesne taking minutes.
25

26 Others in attendance included Ways and Means Committee members John Post, Lorelei
27 Haberland, Jason Lozzi, Russ Thomas, and Colleen Lynch.
28

29 Stephen Brady and Roy Olsen led the pledge.
30

31 **4. Citizens Forum**
32

33 Chairman Brew thanked Michelle Arbogast and Dorothea Daniel for co-chairing this year's very
34 successful Amherst Tree Lighting Festival over the past weekend.
35

36 On a more somber note, Chairman Brew reported that Bill Wichman passed away over the
37 weekend from ALS. Chairman Brew noted that the Board had issued a commendation to Mr.
38 Wichman earlier this year and read a tribute prepared by Rich Hart, also a member of the
39 Conservation Commission.
40

41 The end of an era..

42 *Bil Wichman passed away this weekend. For those who never had the chance to meet Bill, he's the one that many met*
43 *on an Amherst trail with his chain saw on his back, as he headed to a downed tree or branch to clear the trail. He's*
44 *also the one who created all the trail maps in the Amherst Walk Book and the maps can be found along those trails, as*
45 *well as at the ACC July 4th exhibits every year. He's also the one who edited the Amherst Historical Society's*
46 *newsletter for many years and wrote many articles in that newsletter. In addition, he's the one who placed those bins*
47 *to recycle glass, plastic and metals on the green at the July 4th parade, when he was a member of the transfer station*
48 *committee. He was the Amherst citizen of the year in 2007, and was happy to march in the parade every year*
49 *thereafter, including this past year when he marched in his wheelchair. Bill will be sorely missed at conservation*
50 *commission meetings, on our trails, and throughout the town.*

51 *Wik, as he was know by his friends, suggested to his wife that he would like to be remembered by the reconstruction of*
52 *the Kingpost bridge in Joe English forest. He was very fond of that bridge. The bridge is now in poor repair and it is*
53 *no surprise that a half dozen ACC members were at that bridge over Joe English Brook to repair a section that had*
54 *nearly collapsed this past Saturday. It is the largest bridge on Amherst conservation land, and discussions are*
55 *already under way to build a replacement in the future. To do so in Bill Wichman's name would be a perfect way to*
56 *remember him.*

57 **5. Fire Rescue Staff Appointments**

58
59 Selectman Jensen moved, second by Selectman Grella, to promote Stephen Brady as Deputy
60 Chief/Fire Inspector effective November 23, 2015. Motion passed unanimously, 5-0. Selectman
61 Jensen moved, second by Vice Chairman D'Angelo, to promote Roy Olsen to Captain, Fire/EMS
62 Operations effective November 23, 2015. Motion passed unanimously, 5-0.

63
64 Fire/EMS Chief, Matt Conley, stated that the two promotions complete the organizational structure
65 of the merged Fire Rescue Department and congratulated the Deputy Chief and Captain. Family
66 members and friends joined the Select Board in applause and offering congratulations to Deputy
67 Chief Brady and Captain Olsen. Chairman Brew called a brief recess.

68 **6. ACC Budget Presentation**

69
70
71 John Harvey, Chairman, and Dr. Paul Indeglia, of the Conservation Commission (ACC) came
72 forward and stated that Bill Wichman's passing will leave a hole in the Conservation Commission
73 that will take a long time to replace. Mr. Harvey and Dr. Indeglia provided an overview of what
74 the Conservation Commission does and asked that the Board increase its budget allocation by
75 \$6,150. A PowerPoint presentation indicated that the Conservation Commission was established
76 by statute, RSA 36-A:3. The ACC manages town properties acquired by donation and town
77 warrant and attempts to preserve the rural character of the community by conserving wildlife,
78 habitat and water quality. The ACC enjoys a large support community of volunteers, contractors,
79 and community service teams. The Commission also partners with Friends of the Orchards who
80 host the Cider Fest, Piscataqua Land Trust and Amherst Land Trust and the Town's Heritage
81 Commission. The Public Works Department does a lot of work for the Commission as does the
82 Recreation Department. The Commission also works with the Library and the Police Department.
83 Mr. Harvey and Dr. Indeglia went through a number of initiatives and broke out the related
84 expenses totaling \$14,150. Chairman Brew noted that the ACC's budget has been \$8,000 over the
85 last few years. A discussion on priorities took place. Mr. Harvey and Dr. Indeglia said that a lot
86 of work has been done by volunteers and that is becoming increasingly difficult. Board members
87 acknowledged that work done by volunteers has saved the town monies and has been of great
88 benefit. If projects are not funded, the Commission will seek funding elsewhere. Vice Chairman
89 D'Angelo moved, second by Selectman Grella, to increase the ACC budget to \$14,150. Motion
90 passed unanimously, 5-0.

91 **7. Lowe's Funds – Open Space**

92
93
94 Chairman Brew stated that there was \$110,942.51 worth of funds sitting in the Town's Special
95 Revenue account as part of the Restricted Fund Balance. The funds represent the remainder of
96 three \$50,000 payments made by Lowe's to the Town in 2005, 2006, and 2007. These funds were
97 to be used for conservation purposes. Vice Chairman D'Angelo moved, second by Selectman
98 Jensen, to transfer the money plus any accrued interest through the end of December 2015 from
99 the sub account for the Lowe's Permit Fee in the Concentration Special Revenue Escrow Account
100 to the Town of Amherst Conservation Commission Land Fund. Motion passed unanimously, 5-0.

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8. Accent Lighting – Town Hall

Selectman Tom Grella reported on the LED lighting project that came out of the Village Strategic Planning Committee and provided slides showing sample lighting. A company in Massachusetts came up with the plan using low voltage LED lighting from dusk until dawn – no laser lights. The Historic District Commission supports the idea. Selectman Jensen moved, second by Vice Chairman D’Angelo, to approve up to \$2,000 for the LED lighting project. Vote 4-0-1 (Selectman Grella abstained).

9. FY17 Budget, Default Budget and Warrant Articles - Discussion

Town Administrator Jim O’Mara went over a revised FY17 proposed operating budget (without initiatives) of \$12,968,618 -- a 4.35% increase over the FY16 voter approved budget. The percentage increase amounts to \$540,804 -- \$245,314 of that amount is for principal and interest for roads and a small sum related to the bridge. Administrator O’Mara noted that 1.97% of the 4.35% increase would have occurred even if “nothing was done”.

REVISED FY17 PROPOSED BUDGET	
Mandatory Inclusions	
Third year of Police Labor Agreement	\$ 31,683
Road Bond (FY16 due in FY17)	\$ 245,000
Continuing Initiatives	
Fire Pay – year 3 of 3	\$ 35,000
EMS Pay – year 3 of 3	\$ 60,000
DPW Stormwater FTE – year 2 of 2	\$ 43,664
Global Assumptions	
Non-union Compensation Plan	\$ 122,000
2.5% COLA, Step & 1% increase to 457(b)	\$ 21,255
Employee Share – Health Insurance Premium increase of 2%	\$ (12,763)
Health Insurance	\$ 60,681
Dental Insurance -0%	\$ -0-
Heat, Gas & Diesel	\$ (19,670)
Water, Electric & Telephone	\$ (1,135)
FY17 PROPOSED BUDGET	\$12,968,618

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Administrator O’Mara provided a listing of 2016 estimated pay increase percentages for non-union employees in surrounding NH towns. The listing also included Amherst police pay increases versus non-union increases. John Post, Chair of the Ways and Means Committee, questioned the proposed 2.5% proposed cost-of-living increase and asserted that Social Security recipients received no increase this year. Ways & Means Committee member, Russ Thomas, noted that U.S. military personnel only received increases of 1.3% this year. Administrator O’Mara said the percent increase is in line with unionized employees and stated that the employee health insurance premium share increased two percent. Board members and Ways and Means Committee members discussed the proposed FY17 budget which notes ** Administrator O’Mara’s recommendations.

Initiatives	Cost	% Increase to Budget
**Community Development Planner FTE	\$ 64,705	0.500%
OR		
Sidewalks, Bikes & Trails MP	\$ 20,000	0.154%
Revise Regs for Utility Expansion	\$ 5,000	0.039%
Regs to Economic Vision	\$ 30,000	0.232%
**Infrastructure (Sewer Feasibility)	\$ 30,000	0.232%
**Patrolman	\$ 83,210	0.643%
**Recreation Department Realignment	\$ 12,348	0.095%
Town Hall Windows	\$ 93,000	0.718%
Pavement Management	\$ 9,000	0.070%
Sander Hanger	\$ 12,000	0.093%
Roads	\$200,000	1.54%
Asset Management Software	\$ 60,000	0.463%
Vehicles and Heavy Equipment Lease	\$ 20,000	0.154%
Administration-HR Specialist	\$ 70,800	0.547%
	\$710,063	
Other Funding Requests/Warrant Articles		
Capital Reserves, Existing		
Computer System	\$ 15,000	
**Assessing Revaluation	\$ 25,000	
Bridge Rename, add Repair	\$ 25,000	
Ambulance	\$ 50,000	
Communications Center	\$ 15,000	
**Fire Truck, Replace/Refurbish	\$150,000	
**Fire Station Renovation	\$ 60,000	
	\$340,000	
Capital Reserves, New		
Town Buildings Repair	\$ 50,000	
Sidewalks	\$ 45,000	*Administrator O'Mara does not support
	\$ 95,000	
Warrant Articles		
Mosquitoes	\$ 36,000	
Maintenance Garage	\$145,000	
Open Space	\$100,000	
Pipeline Legal Fees	--	*The town legal account line was increased by \$45,000

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Chairman Brew noted that three additional personnel are being proposed; i.e., a patrolman, a human resource specialist, and a community development planner. Ways and Means Committee member, Russ Thomas, felt that renovating the fire station was a higher priority than hiring a patrolman and suggested that not all department heads be paid equally since "some departments are more complicated than others". Administrator O'Mara stated that the Recreation Department

138 Director was never brought up to the level of other equivalent-level positions and significant
139 progress has been demonstrated in the Recreation Department.
140

141 There was discussion on the 2.5% merit pay increase. Selectman Jensen did not feel that a 2.5%
142 increase was something townspeople would accept and suggested re-visiting the matter at the end
143 of the budget discussion. Vice Chairman D'Angelo did not feel that the increase was exorbitant
144 and felt it was in line with other communities. Selectman Panasiti stated that if the town continues
145 to lag behind other communities in pay, the town will lose good people.
146

147 On the question of staffing, Administrator O'Mara said that he could wait another year to hire a
148 human resources specialist. Selectman Grella's hiring priorities are PD first, given the statewide
149 drug overdosing situation, CD second, and HR third. Vice Chairman D'Angelo's priorities are
150 CD, PD, HR because the pipeline issue has not gone away and the Community Development
151 Department has played a vital role in the process. Selectman Jensen agreed with the Vice
152 Chairman's prioritization.
153

154 Vice Chairman D'Angelo moved, second by Selectman Jensen, to budget hiring a Community
155 Development Planner. The motion passed 3-2 (Selectmen Grella and Panasiti opposed).
156

157 Vice Chairman D'Angelo moved, second by Selectman Grella, to fund the sewer feasibility study
158 at a cost of \$30,000. Motion passed 3-2 (Selectmen Jensen and Panasiti opposed).
159

160 Selectman Grella moved, second by Selectman Panasiti, to fund the additional patrolman. Motion
161 failed 2-3 (Chairman Brew, Vice Chairman D'Angelo and Selectman Jensen opposed).
162

163 Selectman Jensen moved, second by Vice Chairman D'Angelo, to reclassify the Recreation
164 Department Director position from Grade 17 to Grade 19. Motion passed, 4-1 (Chairman Brew
165 opposed).
166

167 Administrator O'Mara noted that the recent study of the Department of Public Works operations
168 by Matrix made a number of recommendations to adopt best practices in the department. He
169 suggested that it may be premature to fund large initiatives in the department before these
170 recommendations have been addressed. Selectman Jensen stated that he opposes funding any new
171 initiatives in DPW until the board has addressed these recommendations and/or decided to make
172 changes in the department, with the one exception of the funding increase requested as part of the
173 ongoing, long-term lease purchase vehicle replacement schedule worked out last year by the Ways
174 & Means committee member Russ Thomas and Director Berry.
175

176
177 The Board did not support the Town Hall Windows initiative at a cost of \$93,000, or the pavement
178 software at \$9,000.
179

180 Vice Chairman D'Angelo moved, second by Selectman Grella to add to the budget the cost of the
181 Sander Hanger for \$12,000. Motion failed 1-4. Selectman Grella moved, second by Vice
182 Chairman D'Angelo, to add \$200,000 to the road bond. Motion passed, 4-1 (Selectman Jensen
183 opposed).
184

185 The Board unanimously agreed with the Ways and Means Committee in opposing the purchase of
186 Asset Management Software this year. Vice Chairman Jensen moved, second by Vice Chairman
187 D'Angelo, to add \$20,000 to the Vehicles and Heavy Equipment Lease line. Motion passed

188 unanimously, 5-0. Russ Thomas said it was a bad year not to increase this line item because of all
 189 of the purchases that need to be made. As he did last year, Mr. Thomas presented the benefits of a
 190 long-term lease/purchase program.

191
 192 In an effort to get to no more than a five percent increase over the FY16 budget, Selectman Jensen
 193 moved, seconded by Vice Chairman D'Angelo, to limit the COLA increase to 2.0% and the road
 194 bond request to \$100,000. Motion passed unanimously, 5-0.

195
 196 Vice Chairman D'Angelo suggested reducing the increase in road maintenance from \$200,000 to
 197 \$60,000 which will drop the percent increase to approximately 5.77 percent. Selectman Jensen
 198 moved, second by Vice Chairman D'Angelo, to add \$60,000 to roads rather than \$200,000.
 199 Motion passed unanimously, 5-0.

200
 201 The Board then discussed Warrant Articles provided by Town Administrator O'Mara along with
 202 his recommendations **.
 203

Article 21**	Town Officers	
Article 22**	Operating Budget	Budget figure to be changed in accord with Board discussion
Article 23	Bridge Replacement CRF	Selectman Jensen moved, second by Vice Chairman D'Angelo, to add an additional Warrant Article including the word "repair". Vote 5-0
Article 24**	Contingency Fund	Vice Chairman D'Angelo moved, second by Selectman Grella. Vote 5-0
Article 25**	Assessing Revaluation CRF	Selectman Jensen moved, second by Vice Chairman D'Angelo. Vote 5-0
Article 26	Communications Center CRF	Board initially opposed then reconsidered based on vote to remove Article 33. Vice Chairman D'Angelo moved, second by Selectman Grella. Vote 4-1 (Selectman Jensen opposed)
Article 27**	Fire Station Renovation CRF	Vice Chairman D'Angelo moved, second by Selectman Jensen. Vote 5-0. Ways & Means in favor.
Article 28**	Fire Station Renovation CRF	Selectman Jensen moved, second by Vice Chairman D'Angelo. Vote 5-0. Change title to include transfer from LUCT.
Article 29**	Fire Truck Refurbish CRF	Vice Chairman D'Angelo moved, second by Selectman Jensen. Vote 5-0. Include purchase in title. Seek legal counsel on using CR funds for L/P.
Article 30	Sidewalks CRF	Board agreed to remove Warrant Article
Article 31**	Mosquito Surveillance and Control Program	Vice Chairman D'Angelo moved, second by Selectman Jensen. Vote 1-3-1. Ways & Means opposed. Administrator O'Mara to get how much spent this year.
Article 32`	Repair of Town Buildings CRF	Vice Chairman D'Angelo moved, second by Selectman Jensen. Vote 0-4-1

Article 33**	Town Computer System CRF	Select Board and Ways and Means agreed to remove Warrant Article this year.
Article 34	Ambulance CRF	Select Board agreed to remove Warrant Article this year.
Article 35	Maintenance Garage	Vice Chairman D'Angelo moved, second by Selectman Grella. Vote 3-2 (Chairman Brew and Selectman Jensen opposed)
Article 36	Open Space Land, Conservation Commission	Vice Chairman D'Angelo moved, second by Selectman Panasiti. Vote 5-0

Finance Director Ambrosio will revise the budget spreadsheet and distribute to the Board.

9.1 Treasurer's Report

Town Treasurer, Elizabeth Overholt, came forward to provide investment results. Century Bank has matched Peoples interest rate offer of 0.55%. Ms. Overholt prefers to continue with the money market account in Century. On December 10, \$12,500,000 was transferred from Citizens Bank to Century Bank. The current balance at Century is now \$15,458,153.19. Ms. Overholt said she will be opening a one-year CD with Century Bank for \$3,000,000 at 0.65% with no penalty for early withdrawal. Currently, there is a three year CD held at Century Bank at 1.35% interest opened with \$3,000,000 that is due February 19, 2017 with no penalty for early withdrawal. Chairman Brew thanked Treasurer Overholt for her efforts. Vice Chairman D'Angelo asked what would happen if the bank fails and suggested placing funds in "two baskets" rather than one.

10. Updates

10.1 Stormwater

Public Works Director, Bruce Berry, reported that several weeks ago he attended a meeting at the Department of Environmental Services (DES) in Concord along with Senator Sanborn and Representative Sanborn about Stormwater. NH implementation begins at the end of the first quarter of 2016. Director Berry has a draft job description and will advance the position.

10.2 Road Construction

Director Berry said that most work has been wrapped up and finalized. Border Street and Merrimack Road will be completed in the spring. The Eaton Road wetlands permit has been approved by DES. Continental Paving is trying to escalate work before any snowfall.

10.3 Pipeline – See Agenda Item 11.2

10.4 Website

Colleen Mailloux, Community Development Director, and website project leader, stated that the website is being looked over and will send the link so that Board members can explore the site. The go-live date is expected on January 14 or 15.

245 **10.5 Finance Software**

246
247 Lisa Ambrosio, Finance Director, provided an update on implementation of Springbrook’s finance
248 software. The second payroll has been put in. The software will be used in January. The
249 Purchase Order module will be delayed. Director Ambrosio is reaching out to Interware regarding
250 support for Town Clerk and Tax Collector journal entries.
251

252 **11. Town Administrator’s Report**

253
254 **11.1 Merit Pay Policy**

255
256 At its last meeting, the Select Board agreed to discuss further an Employee Merit Cash Awards
257 policy as proposed by Selectman Jensen. Selectman Jensen stated that the intent of the policy is to
258 reward and recognize superior performance in saving taxpayer money, increasing town revenues,
259 and/or increasing the value of town services. He sees this as a first step towards moving to a
260 system of performance pay for town employees, a program that he will try to move forward next
261 year. Awards of \$5,000 will be limited to five individuals in any given year. Vice Chairman
262 D’Angelo moved, second by Selectman Grella, to adopt the Employee Merit Cash Awards Policy
263 and add \$5,000 to the budget to fund potential awards in FY17. Motion passed unanimously, 5-0.
264

265 **11.2 PTF Commendation**

266
267 Vice Chairman D’Angelo stated that a third letter was sent to Governor Hassan urging her to
268 oppose the Northeast Energy Direct Project (NED). On the same day, the Telegraph came out
269 with a headline suggesting that the Governor opposed the project which is not accurate. The
270 Pipeline Task Force (PTF) will meet the first week of January to discuss next steps and how much
271 intervention might be undertaken in the Federal Energy Regulatory Commission (FERC), NH Site
272 Evaluation Committee, and Public Utilities Commission reviews and approval processes.
273

274 A draft thank you letter to members of the Pipeline Task Force was provided for Board members’
275 review. Selectman Jensen moved, second by Selectman Grella, to accept and sign the proposed
276 letter. Motion passed unanimously, 5-0. Town Administrator Jim O’Mara will get the letters
277 mailed and send it as a “letter to the editors” as well.
278

279 **11.3 Donation – Air Purifier, Recreation**

280
281 Town Administrator O’Mara stated that an air purifier valued at \$699 was donated to the Town’s
282 Recreation Department by Purely Green Environmental. Vice Chairman D’Angelo moved, second
283 by Selectman Jensen, to accept the gift with appreciation. Administrator O’Mara will follow-up
284 with a letter of thanks.
285

286 **11.4 Fire Rescue Call Pay**

287
288 The Board tabled this agenda item, pending a legal opinion. Administrator O’Mara would like to
289 change the cycle to correspond with the fiscal year.
290

291 **11.5 DPW RFPs, Loader and Backhoe**

292
293 Town Administrator O’Mara went over bids received for a Public Works loader and recommended
294 awarding the bid to Chappell Tractor. According to DPW Director, Bruce Berry, \$4,633 has been

295 spent on repairing the 2001 loader. Selectman Grella moved, second by Selectman Panasiti, to
296 award the loader bid to the lowest bidder, Chappell Tractor, for a total amount of \$102,288 and
297 subject to appropriate financing. Motion passed, 5-0.
298

299 Town Administrator O'Mara went over bids received for a Public Works 4x4 Backhoe/Loader and
300 recommended awarding the bid to the second lowest bidder, Beaugard Equipment Company.
301 Director Berry reports that in the past two years, \$21,031 has been spent on repairs for the 2000
302 backhoe. Selectman Grella moved, second by Vice Chairman D'Angelo, to award the
303 backhoe/loader bid to Beaugard Equipment Company for a total of \$101,084, pending
304 appropriate financing. Motion passed, 5-0.
305

306 Administrator O'Mara noted that the backhoe/loader's lowest bidder, Chappell Tractor, could only
307 guarantee delivery 150 days after confirmation of bid award. Beaugard is able to deliver the
308 equipment 60 days after confirmation of bid award, a 90-day difference.
309
310

311 **12. Approvals**

312 **12.1 DRA Sales Ratio Survey**

313 Administrator O'Mara shared information received from Richard Dorsett stating that he received
314 and reviewed the Department of Revenue Administration's (DRA) analysis of the data submitted
315 regarding the Sales Ratio Survey. The Town's overall median ratio is 95% which falls within the
316 ASB guidelines of 90% to 110%. The Coefficient of Dispersion (COD) of 9.93 and a Price-
317 Related Differential (PRD) of 1.03 are very respectable numbers. The statistics indicated that sale
318 prices have increased over last year and that the assessments appear to be very equitable.
319 Selectman Jensen moved, second by Vice Chairman D'Angelo, to accept and sign forms to be
320 submitted to the DRA. Motion passed unanimously, 5-0.
321
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324 **12.2 Payroll Manifests**

325 Selectman Jensen moved, second by Vice Chairman D'Angelo, to approve one (1) FY16 Payroll
326 Manifest in the amount of \$184,219.15 dated December 10, 2015, subject to review and audit.
327 Motion passed, 5-0.
328
329

330 Selectman Jensen moved, second by Vice Chairman D'Angelo, to approve one (1) FY16 Payroll
331 Manifest in the amount of \$24,246.56 dated December 10, 2015, subject to review and audit
332 (Longevity). Motion passed, 5-0.
333
334

335 **12.3 Accounts Payable Manifests**

336 Selectman Jensen moved, second by Vice Chairman D'Angelo, to approve one (1) FY16 Accounts
337 Payable Manifest in the amount of \$30,129.32 dated December 2, 2015, subject to review and
338 audit. (Town Clerk Transfers to the State of NH) Motion passed, 5-0.
339
340

341 Selectman Jensen moved, second by Vice Chairman D'Angelo, to approve one (1) FY16 Accounts
342 Payable Manifest in the amount of \$200,193.64 dated December 2, 2015, subject to review and
343 audit. Motion passed, 5-0.
344

345 Vice Chairman D'Angelo moved, second by Selectman Jensen, to approve one (1) FY16 Accounts
346 Payable Manifest in the amount of \$534,741.03 dated December 10, 2015, subject to review and
347 audit. Motion passed, 5-0.
348

349 Vice Chairman D'Angelo moved, second by Selectman Jensen, to approve one (1) FY16 Accounts
350 Payable Manifest in the amount of \$2,027,601.00 dated December 17, 2015, subject to review and
351 audit. (County Tax Payment) Motion passed, 5-0.
352

353 Vice Chairman D'Angelo moved, second by Selectman Jensen, to approve one (1) FY16 Accounts
354 Payable Manifest in the amount of \$2,949,157.16 dated January 1, 2016, subject to review and
355 audit. (School Disbursements) Motion passed, 5-0.
356

357
358 **12.4 Town's Administrator's Salary**
359

360 Vice Chairman D'Angelo moved, second by Selectman Jensen, to approve a two percent increase
361 after six months of employment effective July 1, 2012 for the Town Administrator's salary.
362 Motion passed, 5-0.
363

364 **12.5 Meeting Minutes – November 23, 2015**
365

366 Vice Chairman D'Angelo moved, second by Selectman Jensen, to approve the Board of Selectmen
367 meeting minutes of November 23, 2015, as presented. Motion passed, 4-0-1 (Selectman Panasiti
368 abstained).
369

370
371 **13. New/Old Business**
372

373 Selectman Jensen listed three follow-up items coming out of the meeting. 1) Update from the
374 Conservation Commission in a year's time; 2) Send PTF letter to the Amherst Citizen and Milford
375 Cabinet; and 3) Send thank you letter to Green Tech Environmental for purifier.
376

377 Administrator O'Mara said he and staff will go through the budget again and perhaps be able to
378 shake out a few more savings.
379

380 **14. Next Meeting: January 11, 2016**
381

382 **15. Adjournment**
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384 Vice Chairman D'Angelo moved to adjourn the meeting at 11:15 p.m. Second by Selectman
385 Jensen. Motion passed, 5-0.
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392 
393 Selectman Nate Jensen
Clerk, Board of Selectmen

1/6/15

Date