



**Town of Amherst, NH**  
**BOARD OF SELECTMEN MINUTES**  
**Barbara Landry Meeting Room**  
**2 Main Street**  
**Monday, June 9 , 2014 at 6:30 PM**

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7 **Non Public Call to Order:** Chairman Brew called the meeting to order at 6:00 PM.

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9 Mr. Galinson moved to enter non-public session pursuant to NH RSA 91-A: 3 II (b). Second by Mr. Akillian.  
10 Roll Call: D'Angelo -yes, Brew-yes, Grella-yes, Galinson-yes, Akillian-yes. Vote was unanimous.

11  
12 Non Public Session  
13 6:00 PM  
14 NON PUBLIC SESSION MINUTES

15  
16 The Board and Town Administrator Jim O'Mara discussed the hiring of a public employee.

17  
18 Mr. Grella moved to exit non public session. Second by Mr. Galinson. The vote was unanimous 5-0.

19  
20 The Board exited non public session at 6:29 PM

21  
22 The Board of Selectmen resumed the public meeting.

23  
24 **Call to Order:** Chairman Dwight Brew called the meeting to order at 6:35 p.m. Attendees: Chairman, Dwight  
25 Brew, Vice Chairman Mike Akillian, Selectmen John D'Angelo, Tom Grella, and Brad Galinson. Also  
26 present: Town Administrator, Jim O'Mara, and Suzanne Beauchesne taking minutes.

27  
28 **Pledge of Allegiance:** Mike Knox, School Resource Officer, led the pledge.

29  
30 **IV. Citizens' Forum**

31  
32 Marilyn Peterman came forward to provide an update of the Merrimack Valley Regional Water District, a group  
33 of towns that came together to oversee the interests of the water resources prior to the takeover of Pennichuck  
34 Water Corporation. Several towns got together to write a charter for the water district. The intent was to  
35 prevent the purchase of the water company by Pennichuck Water Corporation. The water company was  
36 purchased by the City of Nashua in November 2010. After ten years in existence, the Water District is returning  
37 half of the funds originally contributed by each community. Amherst will be reimbursed \$10,000 of its original  
38 outlay of \$20,000. The remaining funds will be held for any unforeseen legal bills or required legal  
39 notifications on behalf of the committee. Ms. Peterman serves as the Amherst representative. Other towns  
40 involved include Londonderry, Pelham, Bedford, Litchfield, and Raymond. The Merrimack Valley Regional  
41 Water District continues as an oversight group and has one seat on the Pennichuck Board. Currently, George  
42 Bower serves as the Merrimack Valley Regional Water District representative on the Pennichuck Board.

43  
44 The Board of Selectmen asked about the background of the Merrimack Valley Regional Water District with  
45 regard to how it was created and the terms of the seated members. Ms. Peterman stated that this committee was  
46 formed over ten years ago to oversee and protect the local water resources. When the committee was formed  
47 they wrote a charter and Ms. Peterman will forward a copy to the Board of Selectmen. The Board of Selectmen  
48 further questioned that since the intent was for the committee to purchase the water company and that could not  
49 happen, why isn't a Board of Selectman sitting on the Pennichuck Board? Ms. Peterman stated that the sales  
50 agreement stipulated that aside from the Mayor of Nashua sitting on the board for the first two years, no  
51 political official (selectman or alderman) can sit on the board. At this time, not one person sitting on the board

52 is an elected official. The Merrimack Valley Regional Water District continues to be in existence to oversee the  
53 water company and ensure that the water resources are being used appropriately. The Board asked that since  
54 many people are unaware that there is an oversight board, is there some kind of annual report that the  
55 committee can provide that states what has been done or what they are doing to protect our aquifers? Ms.  
56 Peterman stated that she is unsure, but will find out if one is available. She further clarifies that the committee  
57 includes local citizens and attorneys. Dr. Paul A. Indeglia, an Amherst resident, is also member of the  
58 Pennichuck Water Corporation Board.

59  
60 **V. Approvals (taken up later in meeting).**

61  
62 Chairman Brew mentioned that three items were added to the agenda and suggested taking up the Town  
63 Administrator's report at this time.

64  
65 **VI. Town Administrator**

66  
67 **a. Amherst Patrolman's Labor Agreement – Local #3657**

68 Town Administrator Jim O'Mara presented a tentative agreement between the Town of Amherst and the  
69 Amherst Police Department Employees Local 3657. School Resource Officer Michael Knox and Policeman  
70 John Smith were in attendance. Vice Chairman Akillian motioned to approve the collective bargaining  
71 agreement between the Town and Local 3657 effective July 1, 2014 through June 30, 2017. Seconded by  
72 Selectman Grella. Vote 5-0

73  
74 While the Selectmen were signing the document, Administrator O'Mara commented on how the process was  
75 informative, civil, and amicable. He and the Board expressed their appreciation.

76  
77 **i. Nathan Lord Road Follow-Up**

78 Administrator O'Mara reported that DPW Director Berry agrees with the residents who attended the last Board  
79 meeting to urge the repaving of Nathan Lord Road. FY 15 and FY 16 funds are already committed so repaving  
80 the road could not be done for at least two more years. Discussion took place regarding financing options and  
81 the need for rebuilding a number of Amherst roads. Administrator O'Mara will ask Director Berry to prepare  
82 an inventory of roads in need of maintenance and/or rebuilding with estimated costs and in prioritized order.  
83 Director Berry will provide this report at the next Board meeting.

84  
85 **b. Truck Lease/Purchase Update**

86 At its last meeting, the Board asked Administrator O'Mara to get the Town Counsel's advice on 1) whether the  
87 Board could sign a lease agreement before July 1, 2014; 2) whether being in a default budget status impeded the  
88 town's ability to order the truck; and 3) when a warrant article to create a capital reserve fund for DPW  
89 equipment fails, is buying or leasing vehicles or equipment in FY15 out of the operating budget, as planned,  
90 permissible. Attorney Drescher stated that, since the town is not establishing a CRF which was the "purpose"  
91 of the warrant article, the lease would be permissible. Attorney Drescher also stated that the default budget  
92 precludes the town from spending money not appropriated, but the Board could sign an agreement now so long  
93 as it is clear that the town will not be liable until after July 1 for any payment.

94  
95 **c. DOL Update**

96 Administrator O'Mara reported that the Department of Labor (DOL) has responded to the Town's request for  
97 reconsideration regarding the requirement to have barriers installed in the Town Hall between the public and  
98 town personnel, especially those handling money. DOL has recommended alternate protective measures to  
99 safeguard employees which the town already has in place. Administrator O'Mara has sent additional  
100 correspondence advising of the safeguard and anticipates a response from the DOL that the town is in 100%  
101 compliance of all Department of Labor requirements.

103                   **d. New Employee – Communication Center**  
104                   A motion was made by Selectman Grella to approve the appointment of Raymond Anderson to the position of  
105                   Part Time Dispatcher. Seconded by Selectman D’Angelo. Vote 5-0  
106

107                   **e. Diesel and Gasoline Bid**  
108                   Selectman Grella moved to award the Gasoline and Diesel bid to Dennis K. Burke of Chelsea, MA effective Jun  
109                   9, 2014. Seconded by Vice Chair Akillian. Vote 5-0  
110

111                   **f. Oil Bid**  
112                   Selectman D’Angelo moved to award the fuel oil bid to Ciardelli Fuels of Milford, NH effective June 9, 2014.  
113                   Seconded by Selectman Grella. Vote 5-0  
114

115                   **g. FY14 Budget Transfers**  
116                   Vice Chair Akillian moved to transfer the sum of \$64,175 from Miscellaneous Departments to EMS (budget  
117                   transfer number FY14-21). Seconded by Selectman D’Angelo. Vote 5-0  
118

119                   Selectman D’Angelo moved to transfer the sum of \$19,000 from Miscellaneous Departments to Tax Collection  
120                   (budget transfer number FY14-22) for payment of bank fees. Seconded by Selectman Grella. Vote 5-0  
121

122                   Selectman D’Angelo moved to transfer the sum of \$20,867.79 from Miscellaneous Departments to General  
123                   Government, Computer Software (budget transfer number FY14-23) for outside IT services. Seconded by Vice  
124                   Chair Akillian. Vote 5-0  
125

126                   Selectman D’Angelo moved to transfer the sum of \$5,000 from Miscellaneous Departments to Planning and  
127                   Zoning (budget transfer number FY14-24) for part time wages and professional consultant. Seconded by  
128                   Selectman Grella. Vote 5-0  
129

130                   Selectman D’Angelo moved to transfer the sum of \$23,500 from Miscellaneous Departments to Recreation,  
131                   Parks and Grounds (budget transfer number FY14-25) for work to be completed at the Baboosic Lake beach.  
132                   Vice Chair Akillian seconded. Vote 5-0  
133

134                   Selectman D’Angelo moved to transfer the sum of \$32,999 from Miscellaneous Departments to General  
135                   Government, Outside Hire (budget transfer number FY14-26) for the MRI study. Seconded by Selectman  
136                   Grella. Vote 5-0  
137

138                   Selectman Galinson moved to transfer the sum of \$3,000 from General Government, Contingency to Cable  
139                   Access Channel (budget transfer number FY14-27) for the purchase of a new camera to be remotely controlled  
140                   from the Town Hall media room. Seconded by Selectman Grella. Vote 5-0  
141

142                   **h. MRI Fire/EMS**  
143                   Town Administrator O’Mara provided a timeline for the MRI Study which will begin June 12, 2014. Status  
144                   reports will continue to be provided.  
145

146                   **i. Performance Reviews (taken up later in meeting)**  
147

148                   **j. Acting Fire Chief Conley’s Coverage Plan**  
149                   Administrator O’Mara presented an Interim/Acting Fire Chief Vacancy Plan that listed the duties of Acting Fire  
150                   Chief Matthew Conley and utilizes Lt. Roy Olsen and Firefighter Steve Brady to temporarily fulfill the  
151                   responsibilities of the Deputy Fire Chief/Fire Inspector and Administrative Assistant.  
152  
153

154 **k. Nomination – Office of Community Development Director**  
155 Town Administrator O’Mara stated that the Selection Committee unanimously felt that Colleen Mailloux best  
156 fit the requirements to fill the position of Community Development Director. Selectman D’Angelo moved to  
157 accept the nomination of Colleen Mailloux to serve as the town’s Community Development Director.  
158 Seconded by Vice Chair Akillian. Vote 5-0  
159

160 **l. Nathan Lord Road Follow-Up (taken up previously in meeting)**  
161

162 **m. Wilkins Elementary School – History Week**  
163 Administrator O’Mara reported that citizen Bob Schaumann did a wonderful job in providing the history of the  
164 Town Hall. Vice Chair Akillian commented that Mr. Schaumann was so interesting he attracted members of  
165 the public to listen in.  
166

167 **n. Stormwater Coalition – No updates at this time.**  
168

169 **o. Right-to-Know**  
170 Administrator O’Mara reported that there was one Right-to-Know request made on May 29<sup>th</sup> and responded to  
171 on June 4<sup>th</sup> within the statutory timeframe.  
172

173 **i. Performance Reviews – All Town Employees**  
174 Administrator O’Mara indicated that he was moving forward on the recommendation that all administrative  
175 staff be provided with performance reviews based on similarly established standards. Vice Chair Akillian  
176 expressed his feeling that “one size doesn’t fit all” and that each employee be evaluated on specific-agreed upon  
177 goals that cover performance as well as professional and career development.  
178

179 **VII. Old and New Business**

180 **a. Strategic Planning Discussion**  
181 Chairman Brew stated that it may make sense to start fine-tuning some areas identified in the strategic plan and  
182 that staff may have questions relative to BOS priorities. Vice Chair Akillian felt that each department should be  
183 dealt with separately, especially since there are ongoing reviews or work taking place; such as, fire/safety and  
184 the MRI study, DPW’s inventory of needed road work; and the transitioning of new employees in the  
185 Recreation and Community Development departments. Vice Chair Akillian stated that he will make a proposal  
186 at the next meeting that might lead to a more comprehensive, village center strategic planning process that  
187 would begin to engage more citizens, boards, and commissions in an ongoing dialogue regarding the future of  
188 the village center. Administrator O’Mara will discuss the issue at a staff meeting and look to refresh strategic  
189 plans.  
190

191 **V. Approvals**  
192

193 **a. Accounts Payable**  
194 Selectman D’Angelo motioned to approve one (1) FY14 Accounts Payable Manifest in the amount of  
195 \$655,172.66 dated June 2, 2014 subject to review and audit. Seconded by Vice Chair Akillian. Vote 5-0  
196

197 **b. Payroll**  
198 Selectman D’Angelo motioned to approve (1) Payroll Manifest in the amount of \$168,618.88 dated June 9,  
199 2014 subject to review and audit. Seconded by Vice Chair Akillian. Vote 5-0.  
200

201 **c. Board of Selectman Minutes**  
202 Selectman D’Angelo motioned to approve the May 27, 2014 Board of Selectmen meeting minutes. Vice Chair  
203 Akillian seconded. Vote 4-0-1 (Selectman Galinson abstained)  
204

205  
206 **d. Town Clerk – Dog Warrant**  
207 Vice Chair Akillian moved to approve the Dog Warrant dated June 9, 2014 allowing the Amherst Police  
208 Department to seize unlicensed dogs. Seconded by Selectman D’Angelo. Vote 5-0  
209  
210 **e. Tax Warrant of July 2014**  
211 Selectman Galinson moved to approve and sign the Levy of 2014 Tax Warrant for the collection of taxes.  
212 Seconded by Vice Chair Akillian. Vote 5-0  
213  
214 **f. Exemption and Tax Credit**  
215 Selectman Galinson moved to approve a 2014 Elderly Tax Exemption for \$142,000 for Map 007, Lot 045-000.  
216 Seconded by Vice Chair Akillian. Vote 5-0  
217  
218 Selectman Galinson moved to approve a 2014 Veteran Tax Credit in the amount of \$500.00 for Map 006, Lot  
219 038-013. Seconded by Vice Chair Akillian. Vote 5-0  
220  
221 **VIII. Non-Public Session 91-A:3 II (a)**  
222 Vice Chair Akillian moved to enter non-public session at 8:00 p.m. pursuant to NH RSA 91-A:3 II (a),  
223 seconded by Selectman D’Angelo. Roll Call: Akillian-yes, Brew-yes, D’Angelo-yes, Galinson-yes, Grella-yes.  
224 Vote was unanimous.  
225  
226 The Board and Town Administrator discussed the compensation of a public employee.  
227  
228 Mr. D’Angelo moved to exit non public session at 8:40 PM. Second by Mr. Akillian. The vote was unanimous,  
229 5-0.  
230  
231 **IX. Adjourn**  
232 Mr. Galinson move to adjourn the meeting at 8:41 PM second by Mr. Grella. The vote was unanimous 5-0.  
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234 Meeting adjourned at 8:41 PM.  
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