



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, December 16, 2019

1 **1. Call to Order**

2
3 Chairman Peter Lyon called the meeting to order at 6:31 p.m.

4
5 Attendees: Chairman Peter Lyon, Selectman Reed Panasiti, Selectman John D'Angelo, and
6 Selectman Tom Grella. Selectman Dwight Brew joined by phone.
7 Also present: Town Administrator Dean Shankle.

8
9 Ways & Means Committee Members: Peter Moustakis – Chair, Lisa Eastland, Scott Tuthill,
10 Elaina Bedio, and Danielle Pray.

11
12 **2. Pledge of Allegiance** – Will Ludt, Chair of the Heritage Commission, led the pledge.

13
14 **3. Citizen Forum** – none.

15
16 **4. FY21 Warrant Articles Approval**

17 Town Administrator Dean Shankle explained that Article 33, the proposed Police Union
18 Contract, will be a four-year contract, beginning in July 2020 and ending in June 2024. The
19 increased cost in year one will be \$46,221, and the total cost increase of the contract over the
20 four years will be approximately \$167,591. He shared a copy of the tentative agreement with
21 the Board. There is an increase of 2% each year for each of the four years in the wage matrix.
22 There is also a change in wording in Article 11, Outside Work Details. There is also a change
23 to the uniforms allowance, to allow for up to \$300.00 over a two-year period. The Police
24 Union has not been able to find a less expensive health insurance plan yet, but is agreeable to
25 reopen the contract discussion, if both parties are willing, if a lower plan is found.

26
27 In response to a question from Chairman Lyon, Town Administrator Shankle stated that the
28 contract only has to pass this year and won't be seen on the ballot in future years.

29
30 Chairman Lyon noted that the total costs for each year, between the pay increase and uniform
31 allowance change are: Year One: \$46,220.64; Year Two: \$44,863.65; Year Three:
32 \$40,480.98; Year Four: \$36,026.62.

33
34 In response to a question from Peter Moustakis, Ways & Means Chair, Dwight Brew stated
35 that he is comfortable with all of the warrant articles being presented.

36
37 In response to a question from Lisa Eastland, Town Administrator Skankle stated that if there
38 are more than 16 employees at any time, the additional uniform allowance amount will be
39 figured into the Police Department budget. Any increase in the number of employees would
40 also have to be approved by all parties.

41 In response to a question from Elaina Bedio, Chairman Lyon stated that the 2% raise is
42 guaranteed and that there are no other performance-based incentives.
43

44 In response to a question from Selectman Brew, Town Administrator Shankle stated that the
45 next step would be for the Board to ratify the tentative agreement that the negotiations
46 committee came up with. The entire contract doesn't need to be signed until after the vote in
47 March.
48

49 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to ratify*
50 *the agreement.*

51 *Voting: 5-0-0; motion carried unanimously.*
52

53 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*
54 *present Warrant Article 34, Special Meeting if Collective Bargaining Agreement is defeated,*
55 *at the Public Hearing.*

56 *Voting: 5-0-0; motion carried unanimously.*
57

58 The Ways & Means Committee stated their votes for/against support of the following warrant
59 articles:
60

61 Warrant Article 22: Operating Budget – 6-0-0

62 Warrant Article 23: Contingency Fund – 6-0-0

63 Warrant Article 24: Police Station Renovation Capital Reserve Fund – 5-1-0

64 Warrant Article 25: Communications Center Capital Reserve Fund – 6-0-0

65 Warrant Article 26: Assessing Revaluation Capital Reserve Fund – 6-0-0

66 Warrant Article 27: Service-Connected Total Disability Credit – 6-0-0

67 Warrant Article 28: Optional Tax Credit for Combat Service – 6-0-0

68 Warrant Article 29: Town Computer System Capital Reserve Fund – not yet voted

69 Warrant Article 30: Bridge Repair and Replacement Capital Reserve Fund – 6-0-0

70 Warrant Article 31: Fire Rescue Vehicle and Equipment Purchase and Repair Capital
71 Reserve Fund – 6-0-0

72 Warrant Article 32: Amherst Street Side Path – not yet voted

73 Warrant Article 33: Police Union Contract – not yet voted

74 Warrant Article 34: Special Meeting if Collective Bargaining Agreement is defeated – not yet
75 voted

76 Warrant Article 35: Discontinue Peabody Mills Environmental Center Revolving Account –
77 6-0-0

78 Warrant Article 36: Deposit to Recreation Department Revolving Account – 6-0-0
79

80 In response to a question from Chairman Lyon, Elaina Bedio stated that she was the
81 abstaining vote from Article 24, due to the fact that she wants to make sure the voting public
82 is aware that the town will be asking for more money in addition to this amount for this item.
83

84 In response to a question from Will Ludt, Chairman Lyon explained that the Amherst Street
85 Side Path is proposed to run from Courthouse Road up Amherst Street to the Milford town
86 line. There is the ability to extend this path, in the future, to Birch Park.
87
88
89

5. Administration

5.1 Administrator's Report

Town Administrator Shankle stated that the town received a letter from Chris Avery, NH DES Road Salt Reduction Program, thanking Eric Hahn and the DPW for their commitment to the Green SnowPro Program. The letter states that participation in the program is imperative to the reduction of salt in New Hampshire. It explained that, while there is currently no certification for municipalities, there is new legislature for this currently being sought. It asked for the DPW's continued implementation of the program in Amherst with the help of the Amherst Conservation Commission (ACC) and with a continued focus on application rates through specific applicator calibrations.

Chairman Lyon commented that members of the ACC met with Frank Coffey after the last Board meeting regarding his concerns about the Green SnowPro program. They explained to him why the ACC supports the program.

Town Administrator Shankle stated that he contacted Bruce Mayberry regarding an impact fee schedule for the town. It will cost about \$15,000 in order to update all of the zoning changes required to create an impact fee schedule. This update should be complete within 90 days. He plans to bring this back before the Board at their first meeting in January. If the Board so decides, the impact fee program could move forward not long after the March vote.

The Board discussed that the attorney for the land donation accepted at their last meeting is requesting that the Board allow Town Administrator Shankle to sign off on the certificate.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to authorize Town Administrator Shankle to sign all related documents on the Board's behalf. Voting: 5-0-0; motion carried unanimously.

Town Administrator Shankle stated that the sick leave and maximum leave benefit part of the town policy appears to be clear, but it has been implemented in a different way. Currently, employees are allowed to bank their sick time but only allowed to use it to supplement short or long-term disability time.

The Board agreed that Town Administrator Shankle's interpretation of the policy is the way it was previously carried out and that the language is clear as to how it should be implemented.

In response to a question from Selectman D'Angelo, Town Administrator Shankle explained that impact fees, once voted on and finalized, can be assessed to projects submitted after that time. Projects already submitted are grandfathered in and building permits have a five-year window to be used. If the project is a phased one, the portions that came in before will be exempt. Bruce Mayberry will have more information on this.

6. Approvals

6.1 FY19 Financial Audit Acceptance

Chairman Lyon explained that the Board heard the audit presentation a couple of weeks ago but failed to vote to accept it.

In response to a previous question regarding a possible discrepancy in the audit numbers that show the budget under-expended by \$644,000 and underestimated revenues by \$717,000, Cheryl Eastman, Finance Director, explained that most of the discrepancy deals with how the encumbered numbers were recorded. None of it was done incorrectly, but just not as the auditors wanted to see it done.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to accept the audit.

Voting: 5-0-0; motion carried unanimously.

6.2 Previous Meeting Minutes – December 9, 2019

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo, to approve the Board of Selectmen meeting minutes of December 9, 2019 as presented.

Voting: 5-0-0; motion passed unanimously.

7. Action Items – the Board reviewed its action items.

The Ways & Means Committee stated their votes for/against support of the previously omitted warrant articles:

Warrant Article 29: Town Computer System Capital Reserve Fund – 5-0-0

Warrant Article 32: Amherst Street Side Path – 5-0-0

Warrant Article 33: Police Union Contract – 5-0-0

Warrant Article 34: Special Meeting if Collective Bargaining Agreement is defeated – 5-0-0

8. Old/New Business

Selectman Grella explained that he attended a Heritage Commission meeting last week where the Chair reviewed an analysis of the current year and the upcoming year.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to adjourn the meeting at 7:10pm.

Voting: 5-0-0; motion carried unanimously.

NEXT MEETING: January 13, 2020 - Monday

SIGNATURE ON FILE

2020.01.13

Selectman Reed Panasiti

Date