



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, April 20, 2020 6:30PM

1 **1. Call to Order**

2
3 Chairman Peter Lyon called the meeting to order at 6:30 p.m.

4
5 Attendees by Zoom conference call: Chairman Peter Lyon, Selectman Dwight Brew,
6 Selectman Reed Panasiti, Selectman John D'Angelo, and Selectman Tom Grella.
7 Also present: Town Administrator Dean Shankle, Minute taker Kristan Patenaude.

8
9 Other attendees and the public accessed the meeting via Zoom.

10
11 Chairman Lyon explained that, pursuant to the State of Emergency declared by the
12 Governor as a result of the COVID19 pandemic and in accordance with his Emergency
13 Order #12, this meeting is authorized to take place electronically. There is no physical
14 location to observe and listen to this meeting. However, in accordance with the
15 Emergency Order, we are:
16 Utilizing Zoom teleconferencing for this meeting. All members of the Board have the
17 ability to communicate during the meeting through this platform and the public has access
18 to contemporaneously listen and if necessary, participate in the meeting by dialing 312
19 626 6799 and using a webinar ID of 624-178-228 or by using the link contained in the
20 agenda posted at amherstnh.gov.

21
22 Notice of the meeting and means to access it were previously posted in accordance with
23 law. If anyone has a problem accessing the meeting, please call 603-440-8248 for
24 assistance. In the event the public is unable to access the meeting, the meeting will be
25 adjourned and rescheduled.

26
27 All votes will be taken by roll call and for ease, in alphabetical order.
28 Lastly, the meeting is being recorded and will be replayed on ACATV.

29
30 **2. Citizen Forum – none.**

31
32 **3. Trustees of the Trust Funds**

33 Lori Mix and Bob Grunbeck, Trustees of the Trust Funds, made a brief presentation to
34 the Board. Lori Mix explained that the Trustees are looking for ways to improve the
35 communication between Trustees of the Trust Funds and the town in order to make more
36 accurate and beneficial decisions with the town's funds. She explained that, in the past,
37 the Trustees looked to their Board of Selectmen liaison regarding the town's expected

38 withdrawals over the next 3, 6, and 12 months. This then gives the Trustees more specific
39 guidelines as to what they can do with which funds.

40
41 Lori Mix reviewed some of the active funds with the Board. She explained there has been
42 a significant increase in funds put into capital reserve funds and longer-term projects; this
43 money will likely sit there for a while. In 2013 there was about \$1 million in trust funds;
44 that amount has increased in the last 2-3 years. She would like for the town to look into a
45 more formal process for reviewing the amounts in these funds, both deposits and
46 withdrawals, and looking into possible investments.

47
48 In response to a question from Chairman Lyon, Lori Mix stated that the Trustees invested
49 \$644,000 in a one year CD, after a discussion with the town in October 2019.

50
51 In response to a question from Chairman Lyon, Lori Mix stated that the town currently
52 has about \$1.7 million sitting as cash. She would like for the accounts to be reviewed
53 more regularly in order to decide how best to invest these funds.

54
55 Lori Mix recommended that the Trustees meet quarterly with Finance Director, Cheryl
56 Eastman, to discuss these items.

57
58 Bob Grunbeck explained that these funds are not held in individual buckets. The Trustees
59 would like to know approximately how much the town is planning to spend within
60 certain time periods. It is difficult to justify to the taxpayers that a certain amount has
61 been raised, but that these funds are only yielding about 1% annually.

62
63 The Board explained that many of the funds will be drawn on in the next several months.
64 The Fire Rescue Vehicle fund will be drawn on to purchase a couple of new trucks in the
65 next year. The Police Station Renovation fund will probably be drawn down completely.
66 The Assessing fund will also be drawn on, as the revaluation is coming up in FY21'.

67
68 Lori Mix suggested that, if the Assessing fund is not going to be drawn on immediately,
69 the money in that fund could be invested for 6months – 1 year.

70
71 Selectman D'Angelo suggested that the town could give the Trustees an amount they will
72 not be using within the next 6-12 months so that the amount can be invested. Then the
73 Trustees can meet with Cheryl Eastman quarterly to get those numbers.

74
75 Selectman Brew explained that, by law, the town must provide the funds for all capital
76 reserve appropriations by the end of December. Usually the town does this early, by July
77 or August. This will be an unusual year and it is unknown how the tax collections will go
78 in July. Thus, the town may need to hold off on transitioning money to the capital reserve
79 funds until later in the year.

80
81 Lori Mix suggested for the bridge repair/replacement funds that the anticipated
82 expenditures be put into CDs for the duration, until needed. She stated that the Trustees
83 are next meeting on April 29th.

The Board agreed to work with Town Administrator Shankle and Finance Director Cheryl Eastman to get these numbers to the Trustees.

4. Boards, Commissions, & Committees Appointments

Chairman Lyon stated that most of the boards, commissions, and committees are looking to reappoint current members. The Heritage Commission is looking to elevate one of its alternates, and then seat a new alternate member. The Library Trustees are also looking to seat new alternate members.

A MOTION was made by Selectman Grella and SECONDED by Selectman Panasiti to nominate to the Bicycle and Pedestrian Advisory Committee: Simon Sarris for a three year term, expiring in 2023; Chris Shenk for a three year term, expiring in 2023; and Judy Shenk for a three year term, expiring in 2023.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to nominate to the Amherst Conservation Commission: Jared Hardner for a three year term, expiring in 2023; Rich Hart for a three year term, expiring in 2023; Frank Montesanto for a three year term, expiring in 2023; and Wes Robertson as an alternate for a three year term, expiring in 2023.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D’Angelo to nominate to the Heritage Commission: Will Ludt for a three year term, expiring in 2023.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to nominate to the Historic District Commission: Chris Hall for a three year term, expiring in 2023; and William Rapf as an alternate for a three year term, expiring in 2023.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman Grella and SECONDED by Selectman D’Angelo to nominate to the Library Board of Trustees: Kim Ayers as an alternate for a one year term, expiring in 2021; and William Cassidy as an alternate for a one year term, expiring in 2021.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D’Angelo to nominate to the Recreation Commission: Stephen Amari for a three year term, expiring in 2023.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman Grella and SECONDED by Selectman Panasiti to nominate to the Roads and Bridges Commission: Christopher Kaiser for a three-year term, expiring in 2023.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Grella to nominate to the Souhegan Regional Landfill District: Dan Veilleux for a three year term, expiring in 2023.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D’Angelo to nominate to the Trustees of the Trust Funds: William Dunn as an alternate for a one year term, expiring in 2021; and Richard Lefebvre as an alternate for a one year term, expiring in 2021.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Grella to nominate to the Heritage Commission: Brenda Perry from an alternate to a full member for a three year term, expiring in 2023; and Elizabeth Larson as an alternate for a one year term, expiring in 2021.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman Brew and SECONDED by Selectman D’Angelo to nominate to the Library Board of Trustees: Michael Enrique as an alternate for a one year term, expiring in 2021.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

Chairman Lyon stated that the Board heard interviews regarding the open Planning Board seats last week. After the interviews, the Board of Selectmen voted to appoint Bill Stoughton (who is also a member of the ACC), Cynthia Dokmo, and Brian Coogan as full members to the Planning Board. The two alternate Planning Board vacancies were filled by Chris Yates and Tracie Adams, per a Board of Selectmen vote as well. The Planning Board will meet tomorrow night at 7:30pm via Zoom to discuss reorganization.

5. Department Updates

5.1 Library

Library Director, Amy Lapointe, presented her department update. She explained that the Library has two major events in its update to report on: its renovation and its response to COVID-19. Last fall the Library had a huge amount of programming, including adult

programs with a monthly attendance in the mid-200's. The children's program attendance peaked in October with 55 programs seeing 1,328 children. A new state-wide interlibrary loan system was put in place in October that helped to increase functionality. The Library has made a big push to increase the number and type of email newsletters to patrons.

In regards to the renovation, the Library looked to renovate its staff space through a single project, with no tax impact. The goal was to improve the efficiency of the circulation desk and staff workspaces. The renovation was accomplished over eight weeks and the DPW helped greatly in the process. The renovation was very successful and on track in both budget and time until the end. The new circulation desk would have opened on March 15th, but then the Library closed due to COVID-19.

In response to COVID-19, the Library has been open for various virtual services. There is no concern about patrons returning physical items at this time, and due dates have all been extended until the end of June. The Library has tried to make digital access seamless and promote temporary Library ID's. The Children's Room has moved their spring Peep Diorama show online and has been filming story times and STEAM projects for online viewing. The Library has begun planning how to reopen when safe and will likely do so in phases. It is possible that access to physical items will be available via a hands-free pick-up service first.

In response to a question from Selectman Brew, Amy Lapointe stated that she knows of only one Library in the vicinity that is doing curbside pick-up for its physical items. The Amherst Library will not attempt this until the Governor's stay-at-home order is lifted.

Selectman D'Angelo suggested that the Library look at options for pick-up services for physical items as soon as possible and when safe to do so.

In response to a question from Selectman Grella, Amy Lapointe stated that the Library will plan to have some way to show people the renovations and improvements in the future.

In response to a question from Selectman Panasiti, Amy Lapointe stated that the Library staff has held several meetings via Zoom. The staff has appreciated the extra time to do training and projects that are usually on the backburner.

5.2 Recreation

Craig Fraley, Recreation Director, presented his department update (9/1/19 – 4/20/20). He explained that there was a major water pump issue at PMEC, but that the issue has been fixed. The Department has continued its field maintenance in order to keep the fields healthy. Over the winter the Department built new picnic tables for the town and refurnished the cornhole boards. He explained that the Recreation Department and the ACC worked together to acquire the Buck Meadow property. The groups are now looking to hold their first advisory committee meeting regarding the purchase.

He explained that the Recreation Department has taken over the Souhegan Valley Lacrosse program. The Department has also implemented a new format for soccer. The

ski program saw 96 participants. There was no tournament for travel basketball this year, due to COVID-19.

In response to COVID-19, the Department initially saw its facilities getting more usage. Due to issues with social distancing, the Department made the decision to close its facilities and parks. This was mostly due to a massive influx of people from other towns and states, as recreation areas in those places were closed down. The Department has worked on putting out a weekly email Survival Guide newsletter. It has also been holding online classes via Zoom. The Amherst Makerspace has been making N95 masks and ear clips and sending them to hospitals and health care agencies. The programs cancelled by the Department so far will be refunded.

In response to a question from Selectman D'Angelo, Craig Fraley stated that it's difficult for the Department to know how it will reopen in the future at this point. He hopes that the Governor will put out more information about this in the next few days.

In response to a question from Selectman D'Angelo, Craig Fraley stated that some of his employees' hours have been cut back and one employee's salary was moved to the General Fund.

In response to a question from Selectman Grella, Craig Fraley stated that he is waiting to hear more from the state before he starts taking in registrations for summer activities. He doesn't believe that any spring sports will be run this year. There is a possibility that teams of less than 10 could play in-house only against each other.

In response to a question from Selectman Panasiti, Craig Fraley stated that the Amherst Makerspace originally crafted over 500 N95 masks. They now have the materials available to make 500 more. He is not sure which exact facilities these were donated to. The group is hoping to make a video of the process.

5.3 Community Development

Community Development Director, Nic Strong, presented her department update. She explained that, as of April 15, 2020, there were seven more applications for building permits than there were for the same period of time in 2019. During the same period of time in 2019 there were eight Planning Board applications, whereas currently there have only been four. Finally, during the 2019 time period there were nine Historic District Commission applications, whereas there have only been three in 2020 so far.

In response to COVID-19, the Community Development Office staff has been alternating being in the office and working remotely. The building permit process was moved online at the end of last year. The Building Inspector has been able to schedule all inspections himself. All of the regular land boards and commissions' meetings have been postponed or moved online, pursuant to Governor's orders. All new appointees and members to these groups will receive information regarding an upcoming May webinar training, as well as links to the town ordinances.

She explained that the town hired a new Town Planner, Natasha Kypfer, February. The main office has been changed around to be more accommodating. She explained that the ability for the Office to take credit card payments over the phone went live today. Also, the Department has been working on adding information to the Planning Board, Zoning Board of Adjustment, and Historic District Commission websites to allow the public to see the documents for pending applications. The Community Development website is also being evaluated for consistency.

In response to a question from Selectman Brew, Nic Strong stated that it does appear there was a slight increase in the number of building permit applications compared to last year, prior to COVID-19.

Selectman Brew discussed the possibility of sharing the information given at the May 13th training webinar with other interested parties in town, due to the fact that the Planning Board will be elected next year.

Selectman D'Angelo suggested that the Department look into reorganizing their office space by moving all of the records housed there elsewhere. He mentioned that there is a town-wide record storage issue.

In response to a question from Selectman Grella, Nic Strong explained that the process to digitize records began when she came to the position. Unfortunately, the storage protocols made items difficult to utilize the scanned information. This process has been postponed, and she is currently looking into other more cost-effective options.

In response to a question from Selectman Panasiti, Nic Strong stated that she has not had to interact with anyone in person in the office since the front lobby area of Town Hall was closed.

5.4 Fire Rescue

Fire Chief, Matt Conley, presented his department update (10/1/19 – 3/31/20). He explained that for the current period, there have been 504 med calls, 398 for Amherst and 60 for Mont Vernon. Also during that time, Amherst responded to 46 mutual aid calls, and received mutual aid seven times. During the same time period in 2018-2019, there were 495 med calls, 383 for Amherst and 57 for Mont Vernon. Also, during that time, Amherst responded to 55 mutual aid calls, and received mutual aid 11 times. In 2019-2020, Amherst responded to 237 fire calls. During the same time period in 2018-2019, Amherst responded to 250 fire calls.

He explained that two of the Department's call fire fighters are enrolled in the EMT program. One advanced EMT/fire fighter also completed the Ice Rescue Technician program. The Department continues its training with the Regional Swift Water Rescue team. Captain Hevey has completed the Fire Inspector I program. The Department has hosted several Advanced Life Support trainings and was scheduled to teach an outreach program regarding the File of Life to residents of the Fells, but this was unfortunately cancelled.

He stated that the Department hosted a blood drive in October and will next host one in July. It may also add a third blood drive this year, depending on the need. He explained that a committee has been assembled to work on the specifics needed to replace Engine 1, per the Department's Strategic Plan.

In response to COVID-19, the Department has closed its stations to the public and department member's families. Drive up/walk-in med calls are being handled in the parking lot. The Department has acquired additional PPE. Daily and weekly burn permits have been made available online. Seasonal burn permits are being handled by administration.

In response to a question from Selectman Brew, Chief Conley stated that the dispatch knows what calls are addressed as flagged for possible issues with COVID-19. He believes that things will continue to be okay, as long as everyone is upfront.

Selectman D'Angelo suggested that the Department also begin to think about what it will do when things start to normalize.

In response to a question from Chairman Lyon regarding training and communication in this atmosphere, Chief Conley stated that there were a few presentations made early on. He has received some information regarding what the hospitals are wanting on their end, and has disseminated that information out. There was a med training last week.

6. Administration

Town Administrator Shankle explained that having the Library and Recreation areas closed has been a blow to the community. There is a Planning Board meeting tomorrow night at 7:30pm. There is an ACC meeting on Wednesday night at 7pm. The bids for the Police Station renovation have been received and the committee will meet tomorrow at 3pm to review them. He explained that the DPW has received several congratulatory letters regarding their salt/sand reduction program.

He explained that the hazardous waste collection events usually hosted by NRPC in April and May have been cancelled. Cheryl Eastman, Finance Director, is putting together information regarding the perceived fiscal impact to the town from COVID-19, as requested by the NH Municipal Association. The estimated revenue shortfall, if things continue this way is about \$650,000.

Cheryl Eastman explained that this number is an estimate based on a reduction in new car sales, and thus a reduction in motor vehicle registrations. Tax bills will go out in June, but it is not yet clear how quickly they will be paid.

Selectman Brew stated that, while new motor vehicle registration revenues may not come back to the town, tax revenue will only be deferred.

7. Staff Reports

7.1 DPW/Finance – Truck Financing

Town Administrator Shankle stated that the town attorney, Bill Drescher, should look over the truck financing lease and, if he approves it, the Board could then hold a special meeting to approve it. Chairman Lyon explained that there is some concern as to whether the town is authorized to borrow the money for this purchase, if there is no authorization for the expenditure in the current budget. He also believes an escape clause is needed, to allow future Boards to back out of the agreement, if so desired.

The Board discussed approving the financing, subject to the town attorney's approval.

Selectman Brew stated that he would vote against such a motion, because long-term financing usually requires a 60% voter approval on a warrant article.

A MOTION was made by Selectman Grella and SECONDED by Selectman Brew to allow Town Council to review the lease arrangement, to make a recommendation to the Board, and for the Board to then meet via a Zoom meeting to give financing approval to this vehicle.

The Board discussed the original motion for approval for the truck financing.

Per the minutes of November 12, 2019:

"A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve the purchase of a 6 wheel 2020 model year dump truck with Tenco body for \$154,791 from Liberty Int'l Trucks of NH, with a down payment of \$30,000 from this year's budget. Further, it is the intent of this motion to fund the remainder with a four year lease purchase agreement.

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

Selectman Brew stated that the agreement presented this evening appears to be a straight finance agreement, and not a lease purchase.

DPW Director, Eric Hahn stated that he believes the town would not have clear title to the truck until the last payment is made.

By roll call vote: Selectman Brew – aye; Selectman D'Angelo – abstained; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 4-0-1; motion carried.

7.2 DPW – Continental Paving Contract Extension

DPW Director, Eric Hahn, stated that Continental Paving declined a contract extension exactly as written, due to increases in their outside resource costs. New contractor rates will go into effect after July 1, 2020. He would like to utilize the existing contract with the existing prices as advantageously as he can. He requested the authorization to expend up to \$650,000 using current contract unit pricing, to do work on Woodland, Crockett, Christian Hill, Old Manchester Road, and Highland Drive. Continental has agreed with the figures to do this work and believes it will cost approximately \$420,000. He also requested that the town extend Continental Paving's contract in principal, so that work on the Amherst Street sidepath can begin, after July 1, 2020.

In response to a question from Selectman Brew, Eric Hahn stated that the \$650,000 is in the current year's budget and he will encumber it into next year's budget, if necessary.

In response to a question from Selectman Brew, Eric Hahn explained that the one year contract extension request is really to have a commitment for Continental Paving so that the sidepath can be started after July 1, 2020. The final calculation for the sidepath should be available in May.

In response to a question from Selectman Panasiti, Eric Hahn explained that the contract will be rebid next spring, before being obligated to further roads. The increase to the extended contract pricing will be about \$15,000.

A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti that up to \$650,000 of current fiscal year money is authorized to spend for reconstruction of Woodland, Crocket, Christian Hill, Old Manchester and Highland Drives under the terms of the existing contract.

By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to extend the contract for one year, July 1, 2020 through June 30, 2021 to Continental Paving using the new pricing submitted.

By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to amend the first motion regarding the \$650,000 current fiscal year money, to include Buckridge Drive.

By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

7.3 DPW – Transfer Station Deck Replacement

Eric Hahn requested that \$20,000 be transferred from the Administration budget for the previous Assistant Director position vacancy, to the Landfill Maintenance budget line item, in order to replace the Transfer Station deck.

Town Administrator Shankle suggested that this item be held off until the next meeting.

7.4 DPW – Brushing Policy

Eric Hahn stated that the DPW has historically attempted to follow this type of policy, but this will formalize and publish the policy so that residents now have clear expectations. This policy does not include trees, but, instead brush cutting of vegetative growth that is less than 15" in circumference. This policy also define how far off the pavement the DPW will go to make brush cuts. All of this falls under "trees," but this policy is specific to "brush."

Chairman Lyon noted a couple of instances in the policy where ‘15” in diameter’ is used instead of ‘15” in circumference.”

Town Administrator Shankle suggested that the Board may want to have a public hearing to discuss the new policy.

In response to a question from Selectman D’Angelo, Eric Hahn explained that the tree policy closely follows the necessary RSAs.

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Grella to approve the DPW brushing policy, with the changes suggested regarding 15” diameter/circumference.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

8. Approvals

8.1 Assessing

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to approve and sign the abatement for Map/Lot 020-037-000 in the amount of \$28,583.00.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

The other assessing items will be addressed at the next Board meeting.

8.2 Payroll

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY20 Payroll Manifest in the amount of \$207,432.29 dated April 9, 2020, subject to review and audit.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY20 Payroll Manifest in the amount of \$342.11 dated April 9, 2020, subject to review and audit.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

8.3 Accounts Payable

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to approve one (1) FY20 Accounts Payable Manifest in the amount of \$209,041.95 dated April 14, 2020, subject to review and audit (Town Clerk Transfers to the State of NH).

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to approve one (1) FY20 Accounts Payable Manifest in the amount of \$34,193.64 dated April 15, 2020, subject to review and audit (Town Clerk Transfers to the State of NH).

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

6.2 Previous Meeting Minutes: April 6, 2020

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D’Angelo to approve the Board of Selectmen meeting minutes of April 6, 2020 as amended [Line 210: to change the word “lanes” to the words “unloading slots.”]

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

9. Action Items - the Board reviewed its action items.

10. Old/New Business

Selectman Brew stated that he attended the NH Municipal Association presentation geared toward newly elected selectmen, etc. He will send a copy of the video to Town Administrator Shankle for inclusion on the town website.

Selectman D’Angelo explained that the SAU’s Joint Facilities Advisory Committee will probably be meeting each Thursday for the next number of weeks. The meetings are open to the public.

Selectman Panasiti stated that the Recreation Commission will meet tomorrow, and that he will attend a meeting with the Governor on Wednesday.

A MOTION was made by Selectman Brew and SECONDED by Selectman D’Angelo to adjourn the meeting at 9:58pm.

By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

NEXT MEETING: May 11, 2020

SIGNATURE ON FILE

05.11.2020

Selectman Reed Panasiti

Date