



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Tuesday, May 26, 2020 6:30PM

1 **1. Call to Order**

2 Chairman Peter Lyon called the meeting to order at 6:33 p.m.

3
4 Attendees by Zoom conference call: Chairman Peter Lyon, Selectman Dwight Brew,
5 Selectman Reed Panasiti, Selectman John D'Angelo, and Selectman Tom Grella.
6 Also, present: Town Administrator Dean Shankle, Minute taker Kristan Patenaude.

7
8 Other attendees and the public accessed the meeting via Zoom.

9
10 Chairman Lyon explained that, pursuant to the State of Emergency declared by the
11 Governor as a result of the COVID19 pandemic and in accordance with his Emergency
12 Order #12, this meeting is authorized to take place electronically. There is no physical
13 location to observe and listen to this meeting. However, in accordance with the
14 Emergency Order, we are:

15
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 +1 646
19 558 8656 and using a webinar ID of 818-9601-1629 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. Members of the public that have phoned into the meeting can raise their hand by
24 pressing the *9 on their phone, in order to make it known that they would like to speak to
25 the Board. If anyone has a problem accessing the meeting, please call 603-440-8248 for
26 assistance. In the event the public is unable to access the meeting, the meeting will be
27 adjourned and rescheduled.

28
29 All votes will be taken by roll call and for ease, in alphabetical order.

30
31 Lastly, the meeting is being recorded and will be replayed on ACATV.

32
33 The Board started by taking a roll call vote and stating if they were alone.

34
35 *Roll call vote: Selectman Brew – present; Selectman D'Angelo – present; Selectman*
36 *Grella – present; Selectman Panasiti – present; Chairman Lyon – present. All noted*
37 *themselves as being alone.*
38

39 **2. Citizen Forum**

40 Shannon Chandley, State Senator, stated that the task force has been making
41 recommendations to the Governor regarding his orders. The task force has also asked
42 Public Health for the guideline metrics for any future changes. Earlier today, she
43 forwarded the Board a recording from Tricia Tilley, Deputy Director for the Division of
44 Public Health Services. The State continues to look at the COVID-19 numbers. Testing
45 has been increasing throughout the state and the access to tests has increased
46 significantly. The continuation of increased testing and contact tracing will allow for the
47 state to feel more comfortable to opening more businesses and allowing for larger
48 gatherings.
49

50 In response to a question from Selectman Panasiti, Senator Chandley stated that she does
51 not believe the Governor extended his Emergency Order today, but that his press
52 conference dealt with increased testing.
53

54 **3. Consolidated Communications 2018 & 2019 Settlement – Scott Bartlett**

55 Gail Stout, Tax Collector, explained that this has been an ongoing issue for the town. The
56 town settled the 2011-2017 tax year issues in early 2018. The 2018 and 2019 tax year
57 issues are currently under different levels of appeal.
58

59 Scott Bartlett explained that he is a certified NH assessor that was hired by the town last
60 year to deal with issues regarding Consolidated Communications, aka FairPoint. He has
61 spoken with Consolidated Communications to finalize the appeals from 2018 and 2019.
62 These are the last of the appeals before the town. He believes the town will find this to be
63 a satisfactory arrangement.
64

65 Scott Bartlett explained that the settlement agreement contains two parts: 1) a one-time
66 \$4,000 monetary refund the can be applied to either year; 2) a commitment from the town
67 to value the right of ways (land under the poles and along town roads) going forward at a
68 value of 15% of the pole and conduit assessment starting with the 2020 tax year. This
69 value will be determined each year. This approach is consistent with the valuation
70 approach adopted in HB 700 passed last year. This approach is also used in Goffstown
71 and Manchester. It is a simple approach and there is no way to dispute it.
72

73 In response to a question from Selectman Grella, Scott Bartlett explained that
74 underground utilities are conduit. Each year Consolidated Communications sends the
75 town a report of all the poles and conduit installed in a given year.
76

77 The Board thanked Scott Bartlett for his work on this matter.
78

79 *A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to*
80 *approve the 2018/2019 abatement in the amount of \$4,000 as outlined in the agreement*
81 *with Consolidated Communications, and to authorize the Chair to sign on behalf of the*
82 *Board.*

83 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella –*
84 *aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.*
85

86 **4. Town of Amherst Impact Fee Report – Bruce Mayberry**

87 The following Planning Board members joined the Selectmen for this discussion: Chair
88 Arnie Rosenblatt, Bill Stoughton, Mike Dell Orfano, and Christy Houpis.

89
90 Bruce Mayberry explained that he completed a study on impact fees for the town
91 approximately ten years ago. He worked to replicate and update this report in order to
92 capture values that support a way to assess impact fees to new developments. Impact fees
93 are assessed to proportionately offset the total capital investment made by the town in
94 order to support any additional increase in facilities by new development.

95
96 Bruce Mayberry explained that for the Police and Fire/Rescue Departments, he explored
97 the total capital investments needed in order to support these two public safety
98 departments through 2040. The Police Department station renovations should meet the
99 department's capacity needs through 2040, and there can be a fee based on investments
100 already made by the town. In terms of the Recreation Department, there is a statute that
101 prohibits collecting impact fees for open space but does allow fees for recreational
102 facilities. There were a number of monetary amounts identified in the past for
103 recreational improvements, and he included those along with some identified in the
104 current strategic plan. He did not include a cost for a future indoor facility. For the
105 schools, he utilized a unit cost approach. He identified the school district investments
106 needed to support the school facilities for the different structure types. He also examined
107 the average number of children per dwelling unit and the maximum capacity for the
108 schools. Road impact fees cannot be charged for state highways, only for roads owned by
109 the town municipality. The base fee was based on the roads classified by the DPW as
110 class 5 roads, such as feeders and arterials, as opposed to local access streets. The cost
111 includes the paved surface area needed to accommodate a number of vehicles.

112
113 Bruce Mayberry reviewed a summary of the fee options.

114
115 In response to a question from Bill Stoughton, Bruce Mayberry explained that, in regard
116 to the recent Buck Meadow acquisition by the Conservation Commission and Recreation
117 Department, if the cost of the playing fields can be pulled out, it can become part of the
118 calculation for the Recreation Department.

119
120 In response to a question from Bill Stoughton, Bruce Mayberry explained that
121 senior/elderly housing developments are often excluded from the school impact fees,
122 depending on their level of restriction (age-restricted, 55+, etc.). Adjustments can also
123 occasionally be made for assisted living developments, if they exist, due to the level of
124 safety department dispatches.

125
126 In response to a question from Mike Dell Orfano, Bruce Mayberry stated that assessing
127 impact fees to a structure that has been razed and rebuilt depends on what assessment
128 method is chosen and the ordinances in place.

129
130 In response to a question from Mike Dell Orfano, Bruce Mayberry explained that the
131 impact fee statute never limits impact fee assessment to only new projects. There can be a
132 recoupment of capital costs, as mentioned. While the town's ordinance used to limit

133 impact fee assessments to only those projects listed in the CIP (Capital Improvement
134 Program), that language was changed by the Amherst voters in March and thus gives the
135 ability for more flexibility.

136
137 In response to a question from Mike Dell Orfano, Bruce Mayberry explained that impact
138 fees assessment for the reconstruction of town roads does not have to be based on
139 actually adding to lane miles. As long as the fees are proportionate to the demands of a
140 development, this is still a reasonable charge.

141
142 In response to a question from Mike Dell Orfano, Bruce Mayberry explained that the
143 town ordinance should outline the duration of time the town can hold funds for. It should
144 also explain to whom a refund would be due to. The town makes a full investment and is
145 then reimbursed by impact fees as they come in. If improvements are not moved forward,
146 a partial refund will have to be made.

147
148 In response to a question from Mike Dell Orfano, Bruce Mayberry stated that there
149 shouldn't be a large liability to the town due to impact fees, as this report is conservative
150 and based on the town's actual investments.

151
152 In response to a question from Christy Houpis, Bruce Mayberry explained that some
153 towns use the square footage fee option. This type of fee also flexes based on the size of
154 the unit. He explained that there is also the possibility to set an upper limit on the
155 maximum impact fee assessed. For example, a 3,000ft² unit may include more bedrooms,
156 but probably will not include a significant additional number of children. There are pros
157 and cons of each impact fee assessment option.

158
159 In response to a question from Arnie Rosenblatt, Bruce Mayberry stated that he needs to
160 clean up the draft document and edit it to include any additional amounts identified. It
161 will then be up to the town boards to determine which fee table is most appropriate. The
162 fee schedule can then be adopted under the town's ordinance, with a public hearing, as
163 required. Impact fees will then be in effect. This will not affect in-process developments
164 that have already been approved for construction.

165
166 In response to a question from Selectman Brew, Bruce Mayberry confirmed that, once
167 the Board of Selectmen takes the required legal steps in adopt impact fees, the schedule
168 will be on the books.

169
170 In response to a question from Selectman Brew, Bruce Mayberry explained that the town
171 should refer any questions regarding developments not yet approved to its attorney to
172 review on a case-by-case basis.

173
174 In response to a question from Selectman Brew, Bruce Mayberry stated that the town's
175 ordinance should define who collects the impact fee once it is assessed. The town
176 Treasurer usually collects it once a certificate of occupancy is issued.

177
178 In response to a question from Selectman Brew, Bruce Mayberry explained that there
179 should be individual capital facility accounts created for each category described in the

180 impact fee report. The fees will then be distributed into the separate accounts for future
181 disbursement. This also allows the funds to stay compartmentalized into the intended
182 department. There also can be a memorandum of agreement between the town and
183 school district that will outline disbursement for certain projects and why those projects
184 fit into the impact fee scheme.

185
186 Town Administrator Shankle explained that in Hooksett the Finance Director keeps track
187 of the impact fee funds as they come in through the Community Development Office.
188 Bruce Mayberry explained that the town ordinance should give general guidance as to the
189 collection and disbursement of impact fees.

190
191 In response to a question from Selectman D'Angelo, Bruce Mayberry explained that the
192 impact fee schedule should not interfere with the town's ability to assess forced
193 extractions. Extractions, such as for water, sewer and drains, must be necessitated by the
194 development and are site-specific.

195
196 In response to a question from Selectman Grella, Bruce Mayberry explained that bringing
197 a public utility, such as water or sewer, to a development site is always done as a system
198 development charge, not as an impact fee.

199
200 In response to a question from Selectman Grella, Bruce Mayberry stated that there is no
201 evidence that impact fees lead developers to go elsewhere. Impact fees are fairly
202 ubiquitous at this time.

203
204 In response to a question from Selectman Panasiti, Bruce Mayberry explained that impact
205 fees are pre-calculated to represent average costs as long as they're going towards the
206 categories described in the report.

207
208 In response to a question from Chairman Lyon, Bruce Mayberry stated that revenues will
209 be immediately available to the town as they are collected, and can be recouped for
210 projects already completed, as long as kept in the same category.

211
212 In response to a question from Chairman Lyon, Bruce Mayberry stated that the road
213 impact fee cost basis was determined based on the roads that are most in need of
214 reconstruction but notes that all town roads will need reconstruction at some point. New
215 developments will be assessed their share of impact fees, so the town can use some of
216 these fees to offset the cost to reimburse itself for prior work.

217
218 In response to a question from Mike Dell Orfano, Bruce Mayberry explained that it may
219 be possible to lower or exempt fees for workforce housing, as special provisions to the
220 town's ordinance. He doesn't believe there is an option for the Planning Board to exempt
221 developments from impact fees. The Planning Board should have specific criteria for
222 waivers, and these should be defined in the ordinance.

223 224 **5. Fourth of July Committee** 225

Jennifer Eccleston, Gretchen Pyles, Kim Ayers, Nancy Head, and Leslie Bennett, of the Fourth of July Committee, joined the Board for a discussion.

Jennifer Eccleston, one of the Chairs of the Committee, gave the Board the official announcement of the Committee's decision to cancel the Fourth of July festivities. The Committee is comprised of about 20 individuals, all volunteers and civic-minded. This recommendation comes after discussions with the Fire and Police Chiefs and the Town Health Officer. One of the 20 Committee members disagreed with the decision to cancel. Being that the State limit of ten people in a group still remains, and that the CDC recommends events with no more than 250 people, it does not seem appropriate to move forward with planning at this time. The death rate in New Hampshire has continued to rise each week since April 13th. The town contributes about 1/3 of the Committee's budget each year (\$8,000 last year), and the total budget for last year was about \$22,000. The reasons that the events are being called off at this time include advice and recommendations from town departments to cancel, and that the planning for these events is not a game time decision. The theme for this year's celebration would have been the 100th anniversary of the 19th Amendment. This decision is supported by data and the Committee feels it is the best choice for the overall health and wellbeing of the citizens of Amherst.

Selectman Brew stated that he supports the Committee and that their decision should be supported, unless there is a blatant reason not to – which is not the case here.

Selectman D'Angelo thanked the Committee for their work. There may be questions as to if the decision was maybe made earlier than it needed to be, but due to the fact that the ban on large gatherings still stands, he supports the choice.

Selectman Grella states that the decision is, unfortunately, the right one to make.

Selectman Panasiti supports the decision, with a heavy heart. There was a possibility of moving the festivities to a different date, but there are too many unknowns involved in this.

Chairman Lyon is inclined to support the decision as it is what the evidence suggests is the right thing to do.

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to support the decision of the Fourth of July Committee to cancel the holiday festivities. By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. Motion carried unanimously.

6. Administration

Town Administrator Shankle explained that the town is starting to look at the next steps for changes in how it does business moving forward.

Town Administrator Shankle and the Board discussed the possibility of releasing an opinion of the town attorney regarding a building permit for a back lot to the applicant's

attorney. It was agreed that the Selectmen would review the opinion before voting to release it.

6.1 Spending/Hiring Freeze Updates

Town Administrator Shankle explained that there are two main departments with requests to address in regard to the spending/hiring freeze. The Police Department will have approximately \$150,000 leftover in its budget at the close of FY20. The Department is hoping to change over computer systems in their cruisers. The funds for this have already been appropriated and the Board will hear more about the sole-source vendor bid at their next meeting. The other item for the Police Department is filling a Dispatcher vacancy.

Town Administrator Shankle stated that the town is considering the spending/hiring freeze in hopes of building up the unexpended fund balance in case taxes come in slowly during the pandemic. The town is trying to prevent having to get a Tax Anticipation Note (TAN) by keeping costs down.

DPW Director, Eric Hahn, explained that the bulk of the DPW labor hours comes from May – August. Much of these hours comes from seasonal hires for the Department. He is willing to support the hiring freeze but explained that it will diminish the levels of service to the town. He advocated for the cemetery worker to be hired because it is reimbursable, as recommended by the Cemetery Trustees.

In response to a question from Chairman Lyon, Eric Hahn stated that the DPW typically hires ten seasonal employees, nine for roads and one as a stormwater intern. The Department usually gains about 2,400 labor hours from six seasonal hires from May – August. He is currently proposing hiring four of these ten employees. The Department has already lost about 900 hours of service during the month of May.

In response to a question from Chairman Lyon, Eric Hahn explained that he will save approximately \$19,000 using four seasonal employees for this work, versus internal employees.

In response to a question from Selectman Brew, Eric Hahn stated that hiring four seasonal employees instead of ten will still result in a slight drop off in services to the town, but these changes might not be quickly recognizable and will not have a long-term impact.

Selectman D'Angelo stated that he believes the DPW should hire their normal ten seasonal employees in order to get the normal amount of work done for the town.

Selectman Grella stated that he will be abstaining from this vote, as his wife is a Cemetery Trustee.

In response to a question from Selectman Panasiti, Eric Hahn stated that these four requested employees do not include a stormwater intern. Three of the requested employees would work 40 hours/week [1 - 40 hour/week cemetery worker, 1 - 40

hour/week worker (20 cemetery/20 commons), 1 - 40 hour/week DPW Highway worker, and 1 - 20 hour/week mower], and one would work 20 hours/week.

Eric Slosek, Assistant DPW Director, explained that the total cost for the ten normal seasonal employees is about \$90,000. The four requested will cost about \$45,000, but \$20,000 of that should be reimbursed by the Cemetery Trustees.

In response to a question from Chairman Lyon, Selectman Brew explained that the Cemetery Trustees generate money from their reserve funds to pay for cemetery employee.

In response to a question from Selectman Panasiti, Recreation Department Director, Craig Fraley, explained that his Department has an issue regarding mowing during this freeze. He has had one employee out on medical leave for five weeks and there is no money in the Department to keep up with mowing.

A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to authorize the DPW to hire (3) 40 hour/week employees and (1) 20 hour/week employee, as discussed.

Selectman D'Angelo recommended that the DPW hire their normal ten employees.

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

Selectman D'Angelo noted that he didn't think it made sense to degrade the services to the town for an approximate \$45,000 in savings.

Eric Hahn noted that he can always address getting additional summer help later into the summer, if possible.

6.2 Tax Anticipation Note Engagement Letter

Finance Director, Cheryl Eastman presented the Board with a TAN engagement letter with Devine Millimet. This is the first step in the process and will allow the town to save time if it needs to move forward with this in the future. The town will be under no obligation to sign a TAN by signing this letter. If a TAN is needed, the town will work with Divine Millimet as bond counsel. There will be no fees to the town until a TAN note is signed on.

In response to a question from Selectman Brew, Cheryl Eastman noted that a TAN would likely be drawn on in September or later, if needed.

Selectman D'Angelo stated that, even if a TAN is taken, the interest burden will not be put on the taxpayer, as that is reimbursable from the Governor's orders. Cheryl Eastman agreed and stated that any cash flow projections are only being looked at through General Fund money, not the unassigned fund balance or any capital reserve funds.

In response to a question from Chairman Lyon, Cheryl Eastman explained that the unassigned fund balance is partially made up on the cash on hand, so as that is drawn down on in the General Fund, it will affect the unassigned fund balance. She also agreed with Selectman Brew that, if the fund balance was not as healthy as it is, the town would not be able to make it as far without a possible TAN.

In response to a question from Selectman Grella, Cheryl Eastman noted that she is unsure if Town Counsel could do this work instead of engaging a third-party company.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to authorize the Town Administrator to enter into an agreement with Devine Millimet as bond counsel.

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

6.3 FIN/LIB – Amherst Library Renovation CRF Withdrawal Request

Town Administrator Shankle explained that this is a request to withdraw the entire balance of this CRF and close it out, in order to reimburse the Library for their bills for this project.

A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve the request to withdraw the balance of the Library Renovations Capital Reserve account and to authorize the Board of Selectmen to sign the request to the Trustees of the Trust Funds, to be addressed at their next scheduled meeting.

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

7. Staff Reports

7.1 REC – Beach Opening

Craig Fraley presented the Board with his plan for opening the Baboosic Lake Town Beach. He explained that the beach hours for 2020 will remain the same, and that the Department will follow guidance based on the state parks at inland beaches. On weekdays the town beach will be open to New Hampshire residents and season pass holders only, and on weekends the beach will be open to Amherst residents and season pass holders only. All beach users will be required to sign the COVID-19 program/facility waiver. There will be 32 plots on the beach to allow for social distancing while using the beach. Each plot is 15' by 20' and families will be assigned to sit in these while at the beach. Each plot will have an area of at least 6' of walking aisle between them. Plots are made for families of five or less. Season Passes are for those living under one roof and extended families will not be able to be accommodated. Face coverings are recommended on the beach but not mandatory. There will be eight BBQ areas on a first come first serve basis. Bathrooms will be open and will be single use/family style. Boat rentals will be operational. The playground, gaga pit and volleyball area will stay closed until further guidance is given by the State and the CDC. There will be no concession stand. The raft will not be put in the water this summer. There will be staff screening procedures and disinfecting/cleaning procedures in place.

In response to a question from Selectman Brew, Craig Fraley explained that the beach normally sees about 200 people a day, but not all at one time. Craig Fraley doesn't envision that anyone will be turned away this year due to capacity. Craig Fraley noted that families should wait in their cars while waiting for a spot to open on the beach.

In response to a question from Selectman D'Angelo, Craig Fraley stated that the restrictions are still in place that weekends at the beach are restricted to residents and season pass holders. Craig Fraley explained that he currently has about 80% of last year's staff waiting to return to work this season.

In response to a question from Chairman Lyon, Craig Fraley explained that the Department cannot afford to make the town beach open to only town residents. If this was the case, taxpayers would need to pay about \$30,000 for the season to be possible.

In response to a question from Chairman Lyon, Craig Fraley stated that he believes his staff will be able to handle any disgruntled patrons and make sure that rules are enforced.

Craig Fraley stated that he is hoping to open the beach on June 6th.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman Grella to accept Recreation Director Craig Fraley's plan and open the Town Beach on June 6, 2020, under his direction.

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

7.2 REC – Field Lighting – Soccer, Fall

Craig Fraley explained that he received a letter from Molly Dix, of the Amherst Soccer Club, regarding reexamining putting temporary lights on lower Wilkins field. This field is ideal for this because it is blocked on many sides by the school, a large hill, and the wetlands.

Molly Dix explained that the pandemic has had an impact on the club. There was no spring season and the Club wasn't able to hold its Memorial Day tournament fundraiser. The Club has had to rent space in other areas outside of Amherst. The Club would like to get back into Amherst to benefit itself and the town.

Chairman Lyon noted that this request is for Monday – Friday, until no later than 8:30pm for September and October.

In response to a question from Selectman Brew, Craig Fraley noted that he could see this moving forward past the fall. The Department talks each year about which field to possibly put lights on.

In response to a question from Selectman Brew, Selectman D'Angelo explained that 5-6 years ago there was a request for temporary lighting on the Bean Fields. This request went before the Amherst School Board and public comment was allowed at this time. Selectman D'Angelo explained that temporary lights are considered much more intrusive

than permanent lighting. The Department could move forward with temporary lighting for now and review the permanency of it in the future.

Selectman Grella stated that there should be a mandatory public hearing regarding concerns over light and noise from generators from the public.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to allow the Amherst Recreation Department to move forward in the process of gaining permission from the Amherst School Board to allow the Amherst Soccer Club to put portable lights on Lower Wilkins Field with restrictions that lights must be turned off by no later than 8:30pm.

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 – Recycling Restart

Eric Hahn explained that the issue with recycling at the Transfer Station was due to social distancing. He suggested moving the jersey barriers in order to create a 12-13' walking space to allow for social distancing at the recycling center. The area will be marked with appropriate 6' intervals. He believes one car should be allowed per jersey barrier area.

In response to a question from Selectman Brew, Eric Hahn stated that he would like to fill a vacancy on his staff from an employee who left in January.

Selectman D'Angelo noted that he would expect there will be a heavier demand for recycling once it's reopened.

Eric Hahn stated that he would like to open the Transfer Station next Wednesday to recycling only for a day before resuming the regular schedule.

In response to a question from Selectman Panasiti, Eric Hahn stated that the Transfer Station will be taking all of the recycles that it used to, with one modification. Mixed plastics will be restricted.

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo that the DPW make appropriate modifications at the transfer station to reopen recycling on June 3, 2020, and that the current permanent part time vacancy be filled.

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 Property Tax Warrant

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to approve and sign the July 2020 Tax Warrant in the amount of \$23,298,001.00.

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

8.2 BL Community Septic Warrant

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve and sign the Quarterly Warrants for the Baboosic Lake Community Septic bills due July 1, 2020 as follows:

Phase I Quarterly Maintenance Warrant \$2,035.08

Phase II Quarterly Maintenance Warrant \$5,419.22

Phase III Quarterly Maintenance Warrant \$6,726.10

Phase IV Quarterly Maintenance Warrant \$4,766.71

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 Assessing

A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve and sign the Fire Proration Abatement for:

Property Map/Lot 010-005-026 in the amount of \$327.91

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 Panasiti to approve and sign the Current Use Application for:

Property Map/Lot 004-149-000

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 Grella to approve and sign the Total Educational Exempt Application RSA 72:23 for:

Property Map/Lot 017-066-000

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

The Board agreed to table two additional memos until their next meeting.

8.4 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 \$229,578.81 dated May 21, 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.

8.5 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 \$37,883.08 dated May 20, 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.

Selectman Grella exited the meeting.

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 \$37,689.33 dated May 20, 2020, subject to review and audit.

By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 4-0-0; 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 \$776,265.94 dated May 12, 2020, subject to review and audit. This manifest includes \$558,540.45 fire truck purchase.

By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 4-0-0; 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 \$142,791.00 dated May 12, 2020, subject to review and audit. This manifest is entirely for the DPW dump truck purchase.

By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 4-0-0; 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 \$9,092.72 dated May 13, 2020, subject to review and audit.

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

6.2 Previous Meeting Minutes

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the Board of Selectmen meeting minutes of April 13 & 14, 2020.

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

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the Board of Selectmen meeting minutes of May 11, 2020.

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

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

10. Old/New Business – the Board had no old/new business at this time

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Brew to adjourn the meeting at 10:24pm.

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

NEXT MEETING: Monday, June 8, 2020

SIGNATURE ON FILE

06.08.2020

Selectman Reed Panasiti

Date