



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, March 11, 2019

1 **1. Call to Order**

2
3 Chairman Dwight Brew called the meeting to order at 6:00 p.m.

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

7
8 **2. Non-Public Session per RSA 91-A:3, II (c)**

9
10 The Board entered the non-public meeting at 6:00 p.m. The Board resumed the public
11 meeting at 6:33 p.m.

12
13 **3. Pledge of Allegiance** – Amherst resident, Brenda Miles Perry, led the pledge.

14
15 **4. Citizen Forum**

16 Marie Grella, Cemetery Trustee and Amherst resident, explained to the Board that she is
17 hoping to go through the process to make Amherst a Purple Heart Town. This requires
18 that Amherst has both a purple heart recipient, and a POW in town – which it does. The
19 application doesn't cost anything. Selectman Panasiti stated that he would be happy to
20 help Ms. Grella go through the process.

21 The Board thanked Ms. Grella for her interest and support in this endeavor.

22
23 **5. Heritage Commission Appointment**

24 Ms. Brenda Miles Perry introduced herself to the Board and explained her interest in
25 joining the Heritage Commission as an alternate member.

26
27 *A MOTION was made by Selectman Grella and SECONDED by Selectman D'Angelo to*
28 *appoint Brenda Miles Perry as an Alternate Member of the Heritage Commission with a*
29 *term expiring in 2021.*

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

31
32 The Board thanked Ms. Perry. Mr. Will Ludt, Chairman of the Heritage Commission
33 expressed his interest in moving Mr. John Bement to a regular position on the
34 Commission. The Board agreed to discuss this at the next meeting.

39 **6. Administration**

40 **6.1 Town Administrator's Report**

41 Town Administrator Shankle stated that he received a formal letter of resignation from the
42 Town's Finance Director, Eileen Demers. He reviewed a Finance Director position
43 description with the Board, which he plans to utilize to fill this position.
44

45 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Panasiti to*
46 *accept Eileen Demers resignation, with regret.*

47 *Voting: 5-0-0; motion passed unanimously.*
48

49 Town Administrator Shankle explained that the Town Report has been printed and is
50 available at the Town Hall, the Library, the Fire/Police Stations, and will be available at
51 the polls. It is also available through the town website.
52

53 Administrator Shankle stated that he met with DPW Director, Eric Hahn, and Historic
54 District Commission member, Chris Buchanan, regarding replacing some of the street
55 lights around the Village with more decorative, "historic" lights. A similar project was
56 completed in Bedford. The hope is that the lighting will look nicer but that there will be no
57 compromise to the current illumination.
58

59 The Board discussed moving their April 8, 2019 meeting to April 15th. The Board agreed
60 to this schedule change.
61

62 **6.2 Use of Green Request – AJWC, Easter Egg Hunt**

63 *A MOTION was made by Selectman Grella and SECONDED by Selectman Panasiti to*
64 *approve the request from the Amherst Junior Women's Club to use the Village Green on*
65 *April 13 for the annual Easter Egg Hunt.*

66 *Voting: 5-0-0; motion passed unanimously.*
67

68 **6.3 New Hire - AFR**

69 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to*
70 *appoint Benjamin Glover to the Amherst Fire Rescue as an on-call Fire Fighter, effective*
71 *immediately.*

72 *Voting: 5-0-0; motion passed unanimously.*
73

74 **6.4 CRF Withdrawal Request – Police Station Renovation**

75 *A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to*
76 *authorize the withdrawal of \$15,000.00 from the Police Station Renovation Capital*
77 *Reserve Fund for payment to the Architect, Dennis Mires, P.A.*

78 *Voting: 5-0-0; motion passed unanimously.*
79

80 **6.5 CRF Withdrawal Request – Computer System**

81 Chairman Brew explained that this request needs more research before it can be voted on.
82
83
84
85

86 **7. Approvals**

87 **7.1 Elderly & Disabled Tax Deferrals**

88 This item was moved to later in the meeting.

89

90 **7.2 Septic Warrants**

91 This item was moved to later in the meeting.

92

93 **7.3 Hawkers & Vendors Application**

94 This item was moved to later in the meeting.

95

96 **7.4 Assessing**

97 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to*

98 *approve and sign the Veteran Tax Credits (2019 Year) RSA 72:28 for:*

99 *Property Map/Lot 001-010-012 in the amount of \$500.00*

100 *Property Map/Lot 004-151-002 in the amount of \$500.00*

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

102

103 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to*

104 *approve and sign the Service Connected Total Disability Tax Credit RSA 72:35 for:*

105 *Property Map/Lot 001-010-012 in the amount of \$1400.00*

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

107

108 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to*

109 *approve and sign the Elderly Exemption Credit RSA 72:39 for:*

110 *Property Map/Lot 001-035-032 in the amount of \$76,000*

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

112

113 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to*

114 *approve and sign the Elderly Exemption Credit RSA 72:39 for:*

115 *Property Map/Lot 002-166-013 in the amount of \$38,000*

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

117

118 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to*

119 *approve and sign the Fire Proration Abatement RSA 76:21 for:*

120 *Property Map/Lot 001-034-004 in the amount of \$106.20*

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

122

123 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to deny*

124 *the Land Use Change Tax Abatement RSA 76:16 for:*

125 *Property Map/Lot 024-041-000*

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

127

128 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to*

129 *approve and sign the Abatement RSA 76:16 for:*

130 *Property Map/Lot 003-027-002 in the amount of \$98.00*

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

A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to deny the Abatement RSA 76:16 for:
Property Map/Lot 008-107-000.
Voting: 5-0-0; motion passed unanimously.

A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to approve and sign the Abatement RSA 76:16 for:
Property Map/Lot 009-011-010 in the amount of \$3,679.00
The Board discussed this item but no vote was taken at this time.

The Board discussed a memo regarding the review of a low income housing tax credit, pet RSA75:1-a. No action was needed on this item.

7.1 Elderly & Disabled Tax Deferrals (This item was taken up at this time)

A MOTION was made by Selectman Lyon and SECONDED by Selectman Panasiti to approve and sign the 2018 Tax Deferrals for:
Property Map/Lot 002-010-001 in the amount of \$2,474.00
Property Map/Lot 002-146-027 in the amount of \$4,820.00
Property Map/Lot 006-038-013 in the amount of \$3,337.00
Property Map/Lot 008-082-000 in the amount of \$15,129.00
Property Map/Lot 012-024-000 in the amount of \$664.00
Voting: 5-0-0; motion passed unanimously.

7.2 Septic Warrants (This item was taken up at this time)

A MOTION was made by Selectman Lyon and SECONDED by Selectman Panasiti to approve and sign the Quarterly Maintenance Warrants for the Baboosic Lake Community Septic bills, as follows:

Phase I Quarterly Maintenance Warrant	\$1,025.16
Phase II Quarterly Maintenance Warrant	\$4,797.71
Phase III Quarterly Maintenance Warrant	\$5,659.31
Phase IV Quarterly Maintenance Warrant	\$4,102.12

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

7.3 Hawkers & Vendors Application (This item was taken up at this time)

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to approve the Hawkers & Vendors application for Daniel DeCoursey to vend barbeque meals from March 11, 2019 to March 10, 2020.
Voting: 5-0-0; motion passed unanimously.

7.5 Payroll

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY19 Payroll Manifest in the amount of \$214,797.52 dated February 14, 2019, subject to review and audit.
Voting: motion passed unanimously, 5-0-0.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY19 Payroll Manifest in the amount of \$222,200.88 dated February 28, 2019, subject to review and audit.

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

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY19 Payroll Manifest in the amount of \$823.56 dated March 1, 2019, subject to review and audit.

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

7.6 Accounts Payable

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Accounts Payable Manifest in the amount of \$34,983.85 dated February 24, 2019, subject to review and audit (Town Clerk Transfers to the State of NH).

Voting: Motion passed unanimously, 5-0-0.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Accounts Payable Manifest in the amount of \$28,719.20 dated March 4, 2019, subject to review and audit (Town Clerk Transfers to the State of NH).

Voting: Motion passed unanimously, 5-0-0.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Accounts Payable Manifest in the amount of \$102,756.06 dated February 20, 2019, subject to review and audit.

Voting: Motion passed unanimously, 5-0-0.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Accounts Payable Manifest in the amount of \$312,288.90 dated March 5, 2019, subject to review and audit.

Voting: Motion passed unanimously, 5-0-0.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Accounts Payable Manifest in the amount of \$362,741.28 dated March 7, 2019, subject to review and audit.

Voting: Motion passed unanimously, 5-0-0.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Accounts Payable Manifest in the amount of \$2,922,266.00 dated March 1, 2019, subject to review and audit (School Disbursement).

Voting: Motion passed unanimously, 5-0-0.

7.7 Concentration Account

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Concentration Account Manifest in the amount of \$14.89 dated February 21, 2019, subject to review and audit.

Voting: Motion passed unanimously, 5-0-0.

225
226 **7.8 Previous Meeting Minutes**

227 *A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo,*
228 *to approve the Board of Selectmen meeting minutes of February 11, 2019. as presented.*
229 *Voting: Motion passed unanimously, 5-0-0.*

230 **8. Action Items**

231 Action items were reviewed by the Board.

232
233 **9. New/Old Business**

234 Selectman D'Angelo questioned if DPW Director Hahn has considered filling the vacancy
235 in the Deputy Director position. Town Administrator Shankle stated that he will review
236 that with Mr. Hahn.

237
238 The Board stated that town voting will take place tomorrow from 6am-8pm at Souhegan
239 High School.

240
241 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*
242 *adjourn the meeting at 7:25p.m.*

243
244
245
246
247
248 **NEXT MEETING: March 25, 2019 - Monday**

249
250
251
252
253 **SIGNATURE ON FILE**

03.25.2019

254 _____
255 *Selectman Reed Panasiti*

Date