



# Town of Amherst, NH

## BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room  
2 Main Street  
Monday, March 25, 2019

1       **1. Call to Order**

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3       Chairman Dwight Brew called the meeting to order at 5:30 p.m.

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

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

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10       The Board entered the non-public meeting at 5:30 p.m. The Board resumed the public  
11       meeting at 6:31 p.m.

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13       **3. Pledge of Allegiance** – Amherst resident and retired Colonel, Will Ludt, led the  
14       pledge.

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16       **4. Citizen Forum** - none.

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18       **5. Board Reorganization**

19       *A MOTION was made by Selectman Panasiti and SECONDED by Selectman Grella to*  
20       *nominate Selectman Lyon as Board Chairman.*

21       *Voting: 3-0-2; motion carried. (P.L., J.D'A. abstained).*

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23       *A MOTION was made by Selectman Panasiti and SECONDED by Selectman Grella to*  
24       *nominate Selectman Brew as Board Vice Chairman.*

25       *Voting: 4-0-1; motion carried (J.D'A. abstained).*

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27       *A MOTION was made by Selectman Brew and SECONDED by Selectman Lyon to*  
28       *nominate Selectman Panasiti as Board Clerk.*

29       *Voting: 4-0-1; motion carried (J.D'A. abstained).*

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31               **a. Board Memberships Representation Schedule** – *this item was moved to*  
32               *later in the meeting.*

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34       **6. Boards/Commissions/Committee Memberships**

35       *A MOTION was made by Selectman Panasiti and SECONDED by Selectman Brew to*  
36       *reappoint Rob Clemens and John Harvey for positions on the Amherst Conservation*  
37       *Commission, term expiring 2022; and Bill Stoughton as an alternate for the Conservation*  
38       *Commission, term also expiring 2022.*

39       *Voting: 5-0-0; motion carried unanimously.*  
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A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to reappoint Conor Frain, and Lisa Montesanto for positions on the Amherst Heritage Commission, term expiring 2022, and John Bement, term expiring 2020.

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

A MOTION was made by Selectman Grella and SECONDED by Selectman Brew to reappoint Jamie Ramsay for a position on the Amherst Historic District, term expiring 2022.

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

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to reappoint Bob Cassidy for an alternate position on the Library Trustees, term expiring 2020.

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

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to reappoint Mike Dell Orfano and Susan Ruch for positions on the Nashua Regional Planning Commission, term expiring 2022.

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

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to reappoint Mike Dell Orfano and Arnold Rosenblatt for positions on the Amherst Planning Board, term expiring 2022.

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

A MOTION was made by Selectman Grella and SECONDED by Selectman Panasiti to reappoint Michael Riccitelli for a position on the Road & Bridge Commission, term expiring 2022.

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

The group discussed that Selectman Panasiti will come off of the Zoning Board of Adjustment, but will act as an alternate to the Board if needed.

**a. Board Memberships Representation Schedule – the Board took up this item.**

The Board agreed to the following assignments for the years of 2019-2020:

Legislative Liaison	Reed Panasiti
Conservation Commission	Peter Lyon
Heritage Commission	Tom Grella
Historic District Commission	Tom Grella
Recreation Commission	Reed Panasiti
Roads & Bridges Commission	Tom Grella / Peter Lyon (alt)
Capital Improvement Committee	John D'Angelo / Dwight Brew (alt)
Highway Safety Committee	Tom Grella / Peter Lyon (alt)
Schools	John D'Angelo
Cemetery Trustees	Dwight Brew
Library Trustees	Dwight Brew
Planning Board	John D'Angelo / Peter Lyon (alt)
Trustee of the Trust Fund	Peter Lyon

## 7. Administration

### 7.1 Town Administrator's Report

Town Administrator Shankle stated that he received a formal letter of resignation from the Town's Community Development Director, Gordon Leedy. His last day will be April 5, 2019. He has volunteered his services to help with the Bicycle/Pedestrian Plan.

The Board discussed how best to handle this vacancy. Chairman Lyon stated that would like for Town Administrator Shankle to start the search process for this position and the Board will aid him as it continues.

Administrator Shankle stated that he will ask the department what they believe will be necessary for Mr. Leedy's replacement and bring back that information to the Board. He also stated that he received 4 applications for the Finance Director position and interviewed 2 of those. He would like for the Board to interview one person on Friday afternoon.

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to accept Gordon Leedy's resignation, with regret.*

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

Town Administrator Shankle explained that he spoke with the Town's Attorney regarding a tax exemption and pilot program. In conjunction with the attorney and Ms. Gail Stout, Tax Collector, he will be sending out letters tomorrow to Camp Young Judaea regarding a pilot program, and to Southern New Hampshire Medical Center regarding a proposed tax exemption.

Administrator Shankle explained to the Board that DPW Director, Eric Hahn, has updated his information on this year's roadwork, which appears will be significantly less costly than originally planned. Administrator Shankle also explained that the list of red list bridges was received from the State and the bridge on Baboosic Lake Road that crosses over Route 101 is on that list.

Administrator Shankle confirmed with the Board that Mr. Scott Tenney, Building Inspector, is ok to waive the \$100 building permit application fee to Wilkins Elementary School for repairs to the roof.

Administrator Shankle stated that the Police Department and Senator Chandley will be hosting a program on substance abuse on March 27<sup>th</sup> from 3:30-6:30 pm. The event will be held in the Department's parking lot and will feature a 30ft trailer set up as a teenager's bedroom with experts to walk participants through it to look for warning signs.

### 7.2 Bertha Rogers Trust Fund Committee Assignment

Chairman Lyon explained that the Bertha Rogers Trust Fund was funded in 1992 and accepts applications for the fund every 3 years. Selectman Panasiti will act as either the Board representative or the representative from the General Court, depending upon other volunteers.

125           **7.3 Third Grade History Week**

126           Chairman Lyon stated that this year third grade history week will take place on May 15<sup>th</sup>  
127           and 16<sup>th</sup>. The students will tour Town Hall. Selectman Grella agreed to lead the tours.  
128

129           **8. Approvals**

130           *A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to*  
131           *approve and sign the settlement agreement and an abatement of taxes with Consolidated*  
132           *Communications for Map 9 Lot 6 for tax years 2011 through 2017, in the amount of*  
133           *\$128,241.*

134           *Voting: all aye; motion carried unanimously.*  
135

136           *A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to*  
137           *approve the Accounts Payable check being issued to Consolidated Communications for*  
138           *the purpose of refunding the abatement approved for Map 9 Lot 6, in the amount of*  
139           *\$128,241.*

140           *Voting: all aye; motion carried unanimously.*  
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142           **8.1 Assessing**

143           *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to*  
144           *approve and sign the Veteran Tax Credits (2019 Year) RSA 72:28 for:*

145           *Property Map/Lot 003-027-023 in the amount of \$500.00*

146           *Property Map/Lot 006-028-078 in the amount of \$500.00*

147           *Property Map/Lot 024-008-000 in the amount of \$500.00*

148           *Voting: 5-0-0; motion passed unanimously.*  
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150           *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to*  
151           *approve and sign the Veteran Tax Credits (2020 Year) RSA 72:28 for:*

152           *Property Map/Lot 001-005-007 in the amount of \$500.00*

153           *Property Map/Lot 003-027-002 in the amount of \$500.00*

154           *Property Map/Lot 003-027-029 in the amount of \$500.00*

155           *Property Map/Lot 005-004-001 in the amount of \$500.00*

156           *Property Map/Lot 007-017-024 in the amount of \$500.00*

157           *Voting: 5-0-0; motion passed unanimously.*  
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159           *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to*  
160           *approve and sign the Service Connected Total Disability Tax Credit RSA 72:35 for:*

161           *Property Map/Lot 005-016-031 in the amount of \$2400.00*

162           *Property Map/Lot 021-018-035 in the amount of \$2400.00*

163           *Voting: 5-0-0; motion passed unanimously.*  
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165           *A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to deny*  
166           *the Abatement RSA 76:16 for:*

167           *Property Map/Lot 008-107-000.*

168           *Voting: 5-0-0; motion passed unanimously.*  
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173           **8.2 Payroll**

174       *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*  
175       *approve one (1) FY19 Payroll Manifest in the amount of \$207,595.37 dated March 14,*  
176       *2019, subject to review and audit.*

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

178  
179           **8.3 Accounts Payable**

180       *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti,*  
181       *to approve one (1) FY19 Accounts Payable Manifest in the amount of \$401,285.34, this*  
182       *includes the settlement amount voted upon earlier in the meeting, dated March 20, 2019,*  
183       *subject to review and audit (Town Clerk Transfers to the State of NH).*

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

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186           **8.4 Concentration Account**

187       *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti,*  
188       *to approve one (1) FY19 Concentration Account Manifest in the amount of \$4,420.54*  
189       *dated March 20, 2019, subject to review and audit.*

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

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192           **8.5 Previous Meeting Minutes**

193       *A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo,*  
194       *to approve the Board of Selectmen meeting minutes of March 11, 2019 Non-Public*  
195       *Session, as presented.*

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

197  
198       *A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo,*  
199       *to approve the Board of Selectmen meeting minutes of March 11, 2019, as presented.*

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

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202           **9. Action Items**

203       Action items were reviewed by the Board.

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205           **10. New/Old Business**

206       Selectman D'Angelo explained that he will be meeting with Gordon Leedy and the Girl  
207       Scouts working on their Silver Project tomorrow at 3:30pm. He asked Administrator  
208       Shankle to sit in on the meeting. He also suggested Chairman Lyon to sit in as a member  
209       of the Milford Rotary Club.

210  
211       Selectman D'Angelo also explained that he will be meeting tomorrow at 10am with Amy  
212       LaBelle, of LaBelle Winery, Rob Clemens, Chair of the ACC, Sally Wilkins, of the  
213       Amherst Land Trust, and an heir owner of the Bragdon land to discuss the ability to create  
214       a parking lot on the same side as the sledding hill that currently exists. This lot would be  
215       on conservation land. LaBelle would offer the expanded lot for sledding parking when  
216       possible.

217  
218       Chairman Lyon stated that this request has been brought forth before and the deed  
219       restrictions on the land don't allow it. Selectman D'Angelo explained that the Amherst  
220       Land Trust would have to agree to amend the deed.

Selectman Panasiti stated that the Police Station Renovation Committee recently met with Craig Jones, lead architect for the project to go over the scope and funding strategy. The plan is to have the construction RFP out by this fall. Right now the project isn't expected to start until the spring of 2020.

Selectman Grella explained that the Heritage Commission will be taking a field trip in June to the Patch Hill Quarry. Members of the Board are invited to attend.

Chairman Lyon stated that the Town-wide Cleanup Day will be held on May 4<sup>th</sup> from 8am-12pm. More information will follow.

*A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to adjourn the meeting at 7:37p.m.*

**NEXT MEETING: April 15, 2019 - Monday**

**SIGNATURE ON FILE**

**2019.04.15**

\_\_\_\_\_  
*Selectman Reed Panasiti*

\_\_\_\_\_  
*Date*