



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, April 12, 2021 6:30PM

1 **1. Call to Order**

2 Chairman Peter Lyon called the meeting to order at 6:30 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 and Kristan Patenaude, recording
7 secretary

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
17 Utilizing Zoom teleconferencing for this meeting. All members of the Board have the
18 ability to communicate during the meeting through this platform and the public has access
19 to contemporaneously listen and if necessary, participate in the meeting by dialing +1 301
20 715 8592 and using a webinar ID of 892-9995-8293 or by using the link contained in the
21 agenda posted at amherstnh.gov.

22
23 Notice of the meeting and means to access it were previously posted in accordance with
24 law. Members of the public that have phoned into the meeting can raise their hand by
25 pressing the *9 on their phone, in order to make it known that they would like to speak to
26 the Board. If anyone has a problem accessing the meeting, please call 603-440-8248 for
27 assistance. In the event the public is unable to access the meeting, the meeting will be
28 adjourned and rescheduled.

29
30 All votes will be taken by roll call and for ease, in alphabetical order.
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 Grella – present; Selectman Panasiti*
36 *– present; Selectman D'Angelo – present; and Chairman Lyon – present. All noted*
37 *themselves as being alone.*

38

39 **2. Citizen’s Forum**

40 In response to a question from Kelly Mullin, 48 Christian Hill Road, Kristan Patenaude stated
41 that Town-wide Clean Up Day will be held on May 15, 2021. More information to follow.
42

43 **3. Public Hearing**

44 **3.1 Bean Grant Foundation Award**

45 Chairman Lyon read the public hearing notice:

46 *Pursuant to RSA 31:95-b: III (a), the Amherst Board of Selectmen shall hold a public hearing*
47 *in conjunction with its scheduled meeting on April 12, 2021, which starts at 6:30 p.m. and will*
48 *be held via ZOOM to accept unanticipated money in the amount of \$40,000. There is no*
49 *physical location for the meeting. All interested citizens are invited to attend the virtual*
50 *meeting.*

51
52 *A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to*
53 *open into the Public Hearing.*

54 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
55 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*
56

57 Craig Fraley, Director of the Amherst Recreation Department, explained that the Department
58 applied for funding to renovate and redo the Buck Meadow clubhouse. The windows and
59 carpeting of the clubhouse are quite old, the bathrooms are not up to code, and the ramps are
60 not handicap accessible. A request was made to the Bean Grant Foundation for \$50,000, and
61 \$40,000 was awarded to the Department. The stipulations are that the funds must be spent on
62 what was presented, the funds must be spent within 12 months, and the Bean Group must
63 receive recognition for the grant. He explained that this will allow the Department to do some
64 amount of interior work, possibly including upgrading the carpet, installing new windows, and
65 renovating the bathrooms.
66

67 Public Comment:

68 Will Ludt, 3 School Street, stated that he supports the awarding of this grant.
69

70 In response to a question from Will Ludt, Craig Fraley stated that the clubhouse has been
71 taken on as a Rec Department item. The Department plans to use it as a public meeting space,
72 including for senior citizen’s day programs and renting it out for private functions. Will Ludt
73 noted that the recent Master Plan survey brought back data that the public is looking for
74 shared space in Town for seniors to meet, so the updates to this building are good news.
75

76 Danielle Pray, 7 Stearns Road, expressed her appreciation of the Bean grant for this project.
77 She believes this will be a big improvement to the property. She thanked Craig Fraley for his
78 work on this.
79

80 In response to a question from Selectman Brew, Craig Fraley stated that he doesn’t believe
81 there will be a problem using these funds within the 12-month period. Craig Fraley noted that
82 he has held off on beginning to use these funds because he’s hoping for the prices of materials
83 to go down. He plans to wait maybe one more month before beginning to spend the funds.
84

85 The Board discussed hearing discussion on this topic tonight and voting on it at the next
86 scheduled meeting.

87

88 In response to a question from Chairman Lyon, Craig Fraley stated that the DPW will be
89 doing an energy audit of all Town buildings in April, and it will be good to know the status of
90 the clubhouse before beginning work. He will work with the DPW for any items that can be
91 completed in-house, in order to reduce costs and stretch the funding.

92

93 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to close*
94 *the Public Hearing.*

95 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
96 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

97

98 **4. Scheduled Appointments**

99 **4.1. NHDOT Bridge Rehabilitation Project Presentation: Angela Hubbard,** 100 **Project Engineer, Robert Juliano, Senior Project Engineer, Joseph** 101 **Adams, Design Chief Engineer, Meli Dube, Environmental Manager**

102 Angela Hubbard presented the bridge rehabilitation project to the Board. She explained that
103 the existing bridge is 88’ long, with 44’ between the rails, with two 12’ travel lanes and 10’
104 shoulders. No utilities will be impacted as part of this project. The bridge sits approximately
105 100’ from the ramps onto Route 101. The bridge deck is in serious condition and has been on
106 the State’s red list since 2011. The project looks to replace the concrete bridge deck. The
107 width of the bridge will remain the same and there will be minimal approach work to match
108 the existing roadway.

109

110 Angela Hubbard stated that this project will be completed in three phases, in order to maintain
111 two-lane traffic on Route 122 and full access to the Route 101 ramps. This phased structural
112 work should be completed by 2022. In the Summer 2023, the bridge steel will be cleaned and
113 painted. During this time there will be equipment in place along Route 101 24/7, for
114 approximately 8-10 weeks. This work will be done from 9pm-5am, reducing traffic to one
115 lane. All of the proposed work is to be done in the State right of way, so no environmental
116 permits are required. There is asbestos found to be part of this project. It will be removed
117 during the process, per regulations. She noted that there are no historic items nearby that have
118 been identified, and there should be no effects to conservation or wetland areas. Advertising
119 for this work shall begin in September 2021, the work shall begin in the Spring 2022,
120 completed in November 2022, and finalized by Summer 2023. The project will cost
121 approximately \$1.5M, all State/federally funded.

122

123 In response to a question from Chairman Lyon, Angela Hubbard stated that this project
124 contains standard bridgework procedures.

125

126 In response to a question from Selectman Brew, Angela Hubbard stated that the steel beams
127 and interconnectors are inspected twice a year and no issues have been noted.

128

129 Selectman D’Angelo suggested that the project team reach out to Eric Hahn, DPW Director,
130 regarding a multimodal project near this bridge to make safer bicycle/pedestrian lanes along
131 this roadway.

132 In response to a question from Selectman Grella, Robert Juliano explained that the beams will
133 be painted green, although the color may be slightly different than it is now.

134
135 In response to a question from Selectman Panasiti, Angela Hubbard stated that the bridge will
136 be fully open and usable through the winter of the project period.

137
138 **4.2. Joint Facilities Advisory Committee (JFAC) updates, Shannon Gascoyne**

139 Shannon Gascoyne explained that an architectural and engineering study has recommended
140 that Souhegan High School secure its main entrance and update its labs and locker rooms. A
141 Master Planning study of the Amherst Schools, recommended rebuilding a new school
142 building to house PreK-5th grade on the existing Wilkins School site, and to make updates at
143 the Middle School. The latter item will ultimately be on the March 2022 ballot. She explained
144 that the JFAC group has been working to engage the public on these items, refine construction
145 costs and scope, and identify an architect. The current focus of the group is on finding an
146 architect and community outreach, especially involving the possible disuse of Clark School, if
147 no longer needed.

148
149 Roger Preston, SAU 39 Facilities Director, stated that there is currently an RFP out for
150 architect and engineering services. This was sent to 14 firms that have done work on schools
151 in NH and Northern MA. An option site visit was held on April 7, 2021, for Clark, Wilkins,
152 and the Middle School. The RFP is due April 19, 2021 at 1pm. The proposals will then be
153 reviewed, and it is hoped that three candidates will be presented to the SAU.

154
155 Victoria Parisi explained that she is the Chair of the Clark School Exploration Subcommittee.
156 The group is looking into how best to utilize the building and/or site, if it no longer houses
157 children. Two additional Zoom meetings will be held for the public to hear the proposals and
158 complete an exit survey on April 19, 2021 at. The group has found four possible uses for the
159 building/site so far: 1) sell the building/site to the Town to serve a variety of community
160 needs; 2) raze the building and leave the site as open space; 3) sell the property for residential
161 use; 4) sell the property for commercial use (noted that this is located in the Residential/Rural
162 Zone). She noted that the public can sign up to get text updates on the JFAC by texting
163 “JFAC” to 888777. There are also updates posted on social media, and in the Citizen.

164
165 Selectman Brew stated that he has heard that Clark School is in bad shape and shouldn't
166 house students, but also heard that it is suitable for other functions. He asked that this be
167 further explained. Roger Preston explained that the building does not work as a school
168 building because it is two individual buildings, running two boilers and two electrical systems.
169 There has been a lot of maintenance done to the building through the years. It does need some
170 upkeep but is a sound building. The building is approximately 30,000 sq ft, and the majority
171 of that is currently being used for educational purposes. The approximate cost for new
172 construction is \$300/sq ft.

173
174 Selectman D'Angelo noted that Clark School is a sound building but does have a lot of
175 maintenance coming up due. The Capital Maintenance Plan for the School showed that it
176 needs about \$1M worth of work to make it current. If the School was to be utilized for another
177 purpose, many of the facilities inside would probably need to also be resized.

179 Selectman Panasiti noted that a new school might be a hard sell, especially if this building is
180 sound. The existing building will probably need less money put into it to upgrade it, than to
181 build a brand-new school.

182

183 Town Administrator Shankle stated that the JFAC videos regarding long-term plans for the
184 schools will be put up on the Town Vimeo channel.

185

186 **4.3. 2020 Financial Report, Tamar Roberts of Roberts and Greene, PLLC**

187 Tamar Roberts stated that she has no serious concerns with the Town's 2020 audit. She
188 believes things have improved greatly over her last three years completing the Town's audit.
189 She noted that there is a deficit in the Town's Roads & Bridges fund. This is long-term debt
190 that was authorized through Warrant Articles in the past. These deficits have been around for
191 at least 1-2+ years. It appears that the projects were completed and there was enough money
192 in the General Fund that the Town didn't need to borrow for these debts right away. This has
193 led to approximately \$1M in debt sitting in this fund. The Town can still issue this debt
194 because it was previously authorized. If the Town chooses not to issue the debt, this item
195 should go back to Town Meeting on a Warrant Article to be rescinded. If there is enough
196 money in the General Fund, this debt can also be covered through that.

197

198 Town Administrator Shankle explained that the work was completed, but the debt was never
199 borrowed for some reason, possibly due to turnovers in staff at that time. The Town can now
200 decide whether to borrow the debt or take it out of the General Fund.

201

202 Selectman Brew explained that the voters approved borrowing up-to \$15M for roads in 2010.
203 This money was not borrowed up front because it wasn't needed right away. It was planned
204 for the money to be borrowed after the work was completed each year because it was unclear
205 what the cost would be until that time. This money was borrowed from the General Fund,
206 with a note taken out to repay the General Fund in the exact amount for the roadwork
207 completed. He questioned if the Town could zero out the \$1M debt amount by paying it back
208 over 10 years. Tamar Roberts stated that could be done, as long as the wording was approved
209 by the DRA.

210

211 Laurie May, Finance Director, explained that the Town can either choose to take out a loan
212 for the \$1M, or this could be paid for from the healthy Fund Balance.

213

214 In response to a question from Selectman Panasiti, Selectman Brew explained that the Town
215 spent approximately \$2M on roads each year, and then borrowed the money. There is a small
216 amount of money to be spent on two upcoming bridges, but the majority of the money spent
217 on bridges went towards the Horace Greely Road bridge.

218

219 Chairman Lyon stated that he would like for this to be further discussed at the Board's May
220 meeting.

221

222 Selectman Brew stated that the unassigned fund balance is as of June 30, 2020. The balance at
223 that time was approximately \$7.3M. This does not reflect the money returned to taxpayer's
224 last fall. He also noted that he would like a clearer understanding of the Town's GOFERR
225 (emergency State COVID-19) funds. Tamar Roberts explained that if GOFERR funds were

226 used for Police and Fire Department COVID-19 items, there may be a surplus of
227 unanticipated revenue due to this grant. More research is needed on this item.

228
229 Selectman D'Angelo noted that he would also like to understand this possible surplus due to
230 GOFERR funds and if it will be considered unanticipated revenue or excess revenue.

231
232 In response to a question from Selectman Grella, Tamar Roberts noted that the audit is usually
233 scheduled to start in September. She explained that Amherst's audits are comparable to other
234 towns of similar size.

235
236 Town Administrator Shankle noted that the Town has received \$272,000 of GOFERR funds.

237
238 **4.4. Revaluation Update - Presented by Michael Tarello and Stephen Whalen,**
239 **Vision Gov. Solutions**

240 Steve Whalen updated the Board on the revaluation process. He noted that the residential field
241 review will start in late April.

242
243 Selectman Brew mentioned that the commercial and residential tax rates generally go up at
244 the same rate. In other towns though, he has heard that residential values are going up faster
245 than commercial values. Mike Tarello noted that COVID-19 has had the unique effect of
246 creating higher valuations in the residential market due to no supply and increased demand.
247 For some types of commercial properties, the opposite effect has been seen. It is yet unclear
248 the impact this will have. Mike Tarello explained that 87% of the Town's assessed value is
249 residential-related, while only 13% is commercial/industrial-related. Selectman Brew
250 explained that if there is an impact to the residential valuations, he hopes an educational
251 campaign can be started for the public before tax bills go out.

252
253 In response to a question from Chairman Lyon, Mike Tarello stated that he will come back
254 before the Board with another update in about 1-1.5 months.

255
256 **5. Administration**

257 **5.1 Administrative Updates**

258 Town Administrator Shankle noted that the Governor's COVID-19 guidance still seems to
259 center around the mask mandate and social distancing. It is unclear how this will impact
260 potential summer Town events.

261
262 Selectman Brew stated that it appears that about half of towns in NH will be moving forward
263 with 4th of July celebrations, and about half are canceling them. It would appear that by the
264 end of June, anyone aged 16/18+ will be able to receive a vaccine and be 2+ weeks out. He
265 believes potential 4th of July events will be discussed more in May.

266
267 Town Administrator Shankle noted that political signs (such as for people running for
268 Selectman) can only be posted for 30 days. The Enforcement Officer can remove signs that
269 are posted for longer than that time. Town Meeting is on June 8, 2021.

270
271 **6. Staff Reports**

272 **6.1 Police Station Renovation - Architect Contract Extension, Phase II**

273 Police Chief, Mark Reams explained that the contract with Dennis Mires-The Architects, PA,
274 in FY21 encompassed all design aspects for both Phase I and Phase II of the Police Station
275 renovation, along with architectural management services for Phase I. Phase I completed
276 January 2021. In anticipation of Phase II beginning early FY22, Dennis Mires has calculated
277 their fees for architectural services and project management to see Phase II through to
278 completion. With approval of this proposed contract extension for Phase II, Dennis Mires will
279 prepare Phase II building plans and specifications for bid document distribution to contractors
280 in coming weeks (with anticipated building start date on or about mid-July 2021), and will
281 provide all necessary Phase II architectural project management services.

282
283 In response to a question from Selectman Panasiti, Town Administrator Shankle explained
284 that the Warrant Article to be voted on is for additional renovation funds to be taken out of the
285 unassigned fund balance. Town Administrator Shankle explained that the funds for this
286 contract extension will be taken out of the current Police Department budget.

287
288 Selectman Brew noted that he is usually in favor of seeking competitive bids, but, in this case,
289 it makes sense to award this as a sole source approval to continue with the original architect.

290
291 In response to a question from Selectman D'Angelo, Mark Reams explained that the proposed
292 \$15,500 will allow for the architect to prep bid packages and get them out to bidders. The
293 majority of the funds will be used for project management.

294
295 In response to a question from Selectman D'Angelo, Mark Reams explained that, if the
296 Warrant Article happens to fail, the Police Department budget should be able to handle the
297 payment of these funds. There was also a contingency fund approved as part of the original
298 contract for \$65,000. There is probably still approximately \$12,000 left in that fund that could
299 be used toward this.

300
301 In response to a question from Selectman Panasiti, Mark Reams stated that it would probably
302 be okay to delay the vote on this item for a couple of months, due to the volatile cost of
303 construction materials, but that he wants the project to go under construction with the right
304 people, so that no additional cost increases occur.

305
306 *A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to award*
307 *contract extension for Police Station Renovation Phase II architectural services to Dennis*
308 *Mires - The Architects, PA, in the amount of \$15,500.*

309 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
310 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

311

312 **6.2 COVID 19 Taskforce update and recommendations**

313 Jennifer Stover, Executive Assistant and Chair of the Taskforce, noted that the Town's Health
314 Screening form needs to be updated, per the CDC and NH Dept of Health and Human
315 Services, in the following ways:

- 316 1) We recommend changing the number of days of quarantine in all cases from 14
317 days to 10 days and updating the health screening question regarding travel
318 outside the NE area from 14 days to 10 in keeping with current CDC guidelines
319 and SAU 39 practice.

320 2) Any employee experiencing new or unexplained COVID-19 symptoms or has
321 had contact with a someone positive for COVID 19 should stay home and get a
322 COVID 19 test on day 6 or 7. If that test is negative and they are fever-free off
323 fever-reducing medication and their symptoms are improving, they may return to
324 work. If the test is positive, they should quarantine for 10 days from start of
325 symptoms or in the case of an asymptomatic positive case, from the day they
326 were tested.

327
328 3) Anyone who is fully vaccinated (14 days or more beyond completion of COVID-
329 19 vaccination) meets the exception from all quarantine expectations for domestic
330 travel and COVID 19 exposure.

331
332 4) We continue to require participating in the health screening either at home or
333 before entering the work-spaces, the use of hand-sanitizer when entering a
334 building and handwashing at all appropriate times.

335
336 5) We continue to require the wearing of masks when working and not seated at
337 the individual employee's workstation.

338
339 She requested that the Taskforce have authority to make changes based only on Emergency
340 Orders from the State, without first coming before the Board.

341
342 In response to a question from Selectman Brew, regarding the possibility of recommending
343 employees get vaccinated, Town Administrator Shankle explained that State governments can
344 require this, but it is unclear how this works with the Right to Know law. Town Administrator
345 Shankle noted that there could be processes in place for any employees who do not wish to be
346 vaccinated to make sure they are not necessarily in direct contact with the public, or those
347 who are vaccinated.

348
349 Jennifer Stover explained that she asked Primex if the Town can collect information about
350 which employees are/not vaccinated and was told that the Town can collect this information.
351 For example, the Recreation Department has considered collecting this information about
352 those employed at the summer camps, but it then becomes unclear how this information will
353 be collected and how it will be used.

354
355 Chairman Lyon noted that the Town must be cognizant of HIPPA violations.

356
357 Selectman D'Angelo stated that clear guidance on this is needed. Being that this is an
358 experimental vaccine, he is unsure if it is even legal to collect information on who has/not
359 gotten it.

360
361 In response to a question from Chairman Lyon, Jennifer Stover stated that Town Hall plans to
362 follow what the HealthTrust and Primex do, in terms of reopening the building. Both of those
363 companies have decided to keep their campuses closed until at least June 30, 2021. Town Hall
364 will do the same and will continue to offer services to the public.

366 Town Administrator Shankle stated that he is still looking into how to hold
367 Board/Commission meetings in person while also allowing people to participate from home.
368

369 *A MOTION was made by Selectman Grella and SECONDED by Selectman Panasiti to accept*
370 *the April 12, 2021 recommendations of the COVID-19 Taskforce.*

371 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
372 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*
373

374 **7. Approvals**

375 **7.1 Assessing**

376 *A MOTION was made by Selectman Brew and SECONED by Selectman Panasiti to approve*
377 *the Land Use Change Tax in the amount of \$0 to correct the records at the Registry of Deeds*
378 *for Tax Map 007 Lot 098-000.*
379

380 In response to a question from Selectman Brew, Gail Stout explained that because this change
381 occurred in 1986 and was not picked up by the Assessing department, the Assessor’s
382 instructions were to present this to the Board like this. The Town could attempt to collect on
383 this property, even though this is a long shot.
384

385 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
386 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*
387

388 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
389 *a Service-Connected Total Disability Veteran Tax Credit in the amount of \$3,200.00 for Map*
390 *005, Lot 025-001 for the 2021 tax year.*

391 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
392 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*
393

394 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
395 *the Veteran Tax Credit for tax year 2021 in the amount of \$500 for Map 001, Lot 012-000-*
396 *010.*

397 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
398 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*
399

400 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
401 *the Veteran Tax Credit for tax year 2021 in the amount of \$500 for Map 002, Lot 116-001.*

402 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
403 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*
404

405 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
406 *the Veteran Tax Credit for tax year 2021 in the amount of \$500 for Map 002, Lot 163-032.*

407 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
408 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*
409

410 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
411 *the All-Service Veterans’ Tax Credit for tax year 2021 in the amount of \$500 for Map 008,*
412 *Lot 049-043.*

413 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
414 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

415

416 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
417 *the All-Service Veterans’ Tax Credit for tax year 2021 in the amount of \$500 for Map 005,*
418 *Lot 162-000-001.*

419 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
420 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

421

422 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
423 *and sign the 2021 Notice of Intent to Excavate for Map 2 Lot 34-7.*

424 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
425 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

426

427 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
428 *and sign the Timber Tax Levy and Certification of Yield Tax in the amount of \$322.21 for*
429 *Map 005, Lot 160-001.*

430 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
431 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

432

433 **7.2 2020 Elderly & Disabled Tax Deferrals**

434 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve*
435 *and sign the 2020 Tax Deferral applications for Map 002 Lot 146-027 in the amount of*
436 *\$5,041, and Map 012 Lot 024-000 in the amount of \$844.*

437 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
438 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

439

440 **7.3 Payroll, AP and BOS Meeting Minutes**

441 *A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to*
442 *approve one (1) FY21 Payroll Manifest in the amount of \$215,543.10 dated March 25, 2021,*
443 *subject to review and audit.*

444 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
445 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

446

447 *A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to*
448 *approve one (1) FY21 Payroll Manifest in the amount of \$594.37 dated March 25, 2021,*
449 *subject to review and audit.*

450 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
451 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

452

453 *A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to*
454 *approve one (1) FY21 Payroll Manifest in the amount of \$210,887.96 dated April 8, 2021,*
455 *subject to review and audit.*

456 *By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye;*
457 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

458

459 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*
460 *approve one (1) FY21 Payroll Manifest in the amount of \$981.33 dated April 8, 2021, subject*
461 *to review and audit.*

462 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
463 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

464

465 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*
466 *approve one (1) FY21Accounts Payable Manifest in the amount of \$230,040.18 dated March*
467 *30, 2021, subject to review and audit*

468 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
469 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

470

471 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*
472 *approve one (1) FY21 Accounts Payable Manifest in the amount of \$3,266,427.00 dated April*
473 *1, 2021, subject to review and audit (School disbursements).*

474 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
475 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

476

477 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*
478 *approve one (1) FY21Accounts Payable Manifest in the amount of \$45,651.84 dated April 5,*
479 *2021, subject to review and audit (NH DMV).*

480 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
481 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

482

483 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*
484 *approve one (1) FY21Accounts Payable Manifest in the amount of \$38,122.55 dated April 5,*
485 *2021, subject to review and audit (NH DMV).*

486 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
487 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

488

489 *A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to*
490 *approve the Board of Selectmen meeting minutes of March 22, 2021.*

491 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
492 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

493

494 *A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to*
495 *approve the Board of Selectmen meeting minutes of March 29, 2021.*

496 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
497 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

498

499 **8. Action Items**

500 The Board reviewed its action items.

501

502 **9. Old/New Business**

503 Selectman Brew explained that the Master Plan Steering Committee selected three vendors to
504 help with the Master Plan process, and interviewed them on March 29th and 30th (Emerge,
505 NRPC, and Resilience). The group met a week ago and agreed to recommend Resilience to

506 move forward. The RFP for this project was originally quite open-ended. The Committee will
507 now sit down with Resilience to refine the scope of work. The Committee will then bring this
508 to the Board for its approval.

509

510 The Board discussed the meeting with the town of Merrimack regarding the possibility of
511 Amherst tying into Merrimack's sewer system. Town Administrator Shankle stated that more
512 data is being gathered. Chairman Lyon noted that he is also waiting to hear from the Master
513 Planning process regarding this item.

514

515 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to*
516 *adjourn the meeting at 9:37pm.*

517 *By roll call vote: Selectman Brew – aye; Selectman D'Angelo – aye; Selectman Grella – aye;*
518 *Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.*

519

520

521

522 **NEXT MEETING: Monday, April 19, 2021**

523

524

525

526

527

Selectman Reed Panasiti

Date