



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, April 25, 2022, 5:30PM

1 **1. Call to Order**

2 Chairman Peter Lyon called the meeting to order at 5:31 p.m.

3
4 Attendees: Chairman Peter Lyon, Selectman Bill Stoughton, Selectman John D'Angelo,
5 Selectman Tom Grella, and Selectman Danielle Pray

6
7 Other persons present during Nonpublic Session: Town Administrator Dean Shankle

8
9 **2. Non-Public Session**

10 **2.1. Non-Public Session RSA 91-A:3, II(d) - Consideration of the acquisition, sale,**
11 **or lease of real or personal property which, if discussed in public, would**
12 **likely benefit a party or parties whose interests are adverse to those of the**
13 **general community.**

14
15 **2.2 Non-Public Session RSA 91-A:3, II(a) - The dismissal, promotion, or**
16 **compensation of any public employee or the disciplining of such**
17 **employee, or the investigation of any charges against him or her, unless**
18 **the employee affected (1) has a right to a meeting and (2) requests that the**
19 **meeting be open, in which case the request shall be granted.**

20
21 *A MOTION was made by Chairman Lyon and SECONDED by Selectman D'Angelo to enter*
22 *into Non-Public Session at 5:31pm.*

23 *Voting via a roll call vote: Selectman Lyon – aye, Selectman D'Angelo – aye, Selectman Pray*
24 *– aye, Selectman Stoughton – aye, Selectman Grella – aye. Motion passed 5-0-0.*

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26 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to exit the*
27 *Non-Public Session at 6:25pm.*

28 *Voting via a roll call vote: Selectman Lyon – aye, Selectman D'Angelo – aye, Selectman Pray*
29 *– aye, Selectman Stoughton – aye, Selectman Grella – aye. Motion passed 5-0-0.*

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31 No motions were made, no votes were taken during Non-Public Session.

32
33 **Public Session:**

34
35 Attendees: Chairman Peter Lyon, Selectman Bill Stoughton, Selectman John D'Angelo,
36 Selectman Tom Grella, and Selectman Danielle Pray

37
38 Also present: Town Administrator Dean Shankle, and Recording Secretary Kristan Patenaude

Chairman Lyon reconvened Public Session at 6:30pm.

3. Pledge of Allegiance – led by Kristan Patenaude, Recording Secretary

4. Citizen's Forum – none at this time

5. Scheduled Appointments

5.1 Milford Rotary Club, Raffle Permit Application, 100 Holes of Golf

A MOTION was made by Selectman Pray and SECONDED by Selectman D'Angelo to approve the Milford Rotary Club's Raffle Permit Application for 100 Holes of Golf event. Voting: 3-0-2; motion carried (P. Lyon and T. Grella abstaining).

5.2 Wendy Rannenberg, Donations of benches

Wendy Rannenberg explained that the Bicycle & Pedestrian Advisory Committee has received requests for donations to cover the cost of installing benches at various places around Town. These \$1,500 donations cover the cost of the bench itself, the concrete pads, and memorial plaques. There are four total donations being proposed, two in memory of Carolyn Mitchell. Letters have been sent to the Historic District Commission detailing the benches that are being proposed within the Historic District. The proposed benches are made of recycled milk bottles and have a 50-year warranty. These composite materials are being proposed, in part due to the benches' locations near plowed roads. There may be some additional funding for native plantings near these benches included in the donated funds, and she is working with Marty Warren of the Garden Club on this.

Ms. Rannenberg explained that one bench is being proposed to be placed along the Amherst Street sidepath, at the end of Patrick Daniel's driveway. Mr. Daniel has written a letter in favor of this placement. A second bench is being proposed along the sidepath near Bartlett Common. The Committee is working with the association on this item. A third bench is being proposed to be located in Buck Meadow Recreation and Conservation Area, at the end of a path to Parkhurst Place. This bench is proposed in memorial to Carolyn Mitchell, as she was instrumental in pushing forward the Parkhurst Place project. The final bench is being proposed to be located in Joshua's Park. The proposal is to purchase the four benches and allow the Recreation Department to install the ones at Buck Meadow and Joshua's Park. The benches are all proposed to be located on Town, not private, property. She noted that the Girl Scouts are likely planning a fundraiser to purchase a bench as well.

Selectman Stoughton stated that he is okay with approving the donations of the benches, with the caveat that the Board have the opportunity to further discuss locations at a future date.

A MOTION was made by Selectman Stoughton and SECONDED by Selectman D'Angelo to accept with gratitude the donations from the Mitchells (\$1,500), the New Hampshire Wellpoint Foundation (\$1,500), and the Amherst Community Foundation (\$3,050) for the purpose of placing benches at various locations around Town.

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

85 **6. Administration**

86 **6.1 Administrative Updates**

87 Town Administrator Shankle explained that there is a request for the Board to waive all
88 building permit fees for the Police Station renovation.

89
90 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to waive*
91 *all associated permit fees for construction of the Amherst Police Station.*
92 *Voting: 5-0-0; motion carried unanimously.*
93

94 Town Administrator Shankle asked that the Board consider prioritizing the number of goals it
95 outlined during the last meeting. He also explained that Bruce Mayberry will be working on a
96 letter regarding impact fees to share with the Board.

97
98 Debbie Bender, Finance Director, noted that she has been reviewing the finances for this
99 fiscal year through March 31st. She will report to the Board on this item at its next meeting.
100 She does not yet see any glaring issues. There is approximately 31% left of the total budget,
101 which is appropriate at this time.

102
103 Selectman D'Angelo asked that Ms. Bender report back to the Board as it gets closer to the
104 end of the year regarding how much extra funding is available and possible options to spend it
105 on.

106
107 Selectman Stoughton requested a similar report from Ms. Bender regarding the revenue and
108 Recreation -02 portions of the budget. He noted that he would rather not see a report for
109 possible items to spend extra budget funding on, but instead return extra budget money back
110 to the taxpayers at the end of the year.

111
112 **6.2 Hiring, Director of Department of Public Works**

113 *A MOTION was made by Selectman Grella and SECONDED by Selectman Pray to hire Eric*
114 *Slosek as the full-time DPW Director.*
115 *Voting: 5-0-0; motion carried unanimously.*
116

117 The Board congratulated Mr. Slosek and thanked him for his work thus far.

118
119 **6.3 PFAS Program Discussion**

120 Selectman Stoughton stated that he and Conservation Commission Chair Rob Clemens
121 recently met with Don Ware, Chief Operations Officer for Pennichuck regarding water quality
122 initiatives. Mr. Ware's opinion is that there will likely be a larger number of private wells in
123 Town that will be found to contain PFAS levels above the recommended limits. Selectman
124 Stoughton stated that, after that meeting, he questioned if the Town should consider being
125 able to offer rebates to more than the originally proposed 200 residents. He is proposing a
126 condition on the PFAS program that would cap most rebates at \$3,250, instead of \$6,500, in
127 order to help twice as many applicants. If, at the end of the program, additional funds remain
128 unspent, the Town could then consider giving additional funds to those applicants that did not
129 originally receive the full rebate. It is unclear if the State would accept these potential
130 conditions. DES has stated that it is okay with the rebate amount being altered by the Town.
131 Selectman Stoughton also suggested that those with elderly/blind/disabled exemptions who

132 apply to the program be granted the full amount of \$6,500, as a way to be mindful of the
133 elderly's needs in Town.

134
135 Selectman D'Angelo explained that his concern is that twice the number of residents who
136 apply may be covered to a smaller extent, but this may leave more people unsatisfied overall.
137 If the original intent of the program is that rebates are on a first come-first served basis, more
138 people may end up being disappointed by the proposed cap.

139
140 Chairman Lyon noted that residents still also have the ability to apply for the point-of-use
141 system rebate through the State, instead of this program.

142
143 Selectman Stoughton explained that the concern with PFAS is through the ingestion of
144 particles. Other uses of contaminated water are not a concern. While the cap amount may
145 make some less happy than the full rebate, it may also make more people happier that they get
146 any amount of a rebate at all.

147
148 Selectman Pray stated that she believes this program should reach as many people as possible.

149
150 Selectman Grella stated that he recently heard of someone who installed a whole house
151 remediation system for less than \$3,250. He believes it may be possible for others to find
152 something similar.

153
154 Town Administrator Shankle asked that the Board consider condition #5 of the program.
155 Currently, this allows for only the owner of a rental property to test the water and install a
156 system. He suggested that this be altered to allow for renters of these properties to be able to
157 test and install these systems if they so choose.

158
159 Selectman Stoughton stated that he has no problem with this change. He suggested that the
160 Town may also want to consider requiring landlords to test the water at their properties. He
161 will look into the regulations to consider this change.

162
163 Selectman Stoughton suggested that item #5 of the document be stricken, and to allow Town
164 Administrator Shankle to use the language from the State program for additional items.

165
166 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*
167 *implement the PFAS rebate program with the conditions suggested.*
168 *Voting: 5-0-0; motion carried unanimously.*

169 170 **6.4 Church Steeple/Clock Grant Opportunities**

171 DPW Director Eric Slosek reminded the Board that a previous bid for painting of the Church
172 steeple and clock tower came in at approximately \$76,000. He has been working with
173 Selectman Pray and Will Ludt, Chair of the Heritage Commission, regarding potential
174 grants/funding options for this project. Eric Slosek stated that this is likely the wrong time to
175 put this project out to rebid. He suggested rebidding the project in the late fall, with the
176 intention to complete the project in the spring of 2023. In the meantime, he will continue to
177 work with Selectman Pray and Will Ludt on potential funding sources, such as the Moose
178 Plate grant, the Preservation Alliance grant, the LCHIP, and CLG grants.

Will Ludt noted that he is working to identify all of the town-owned buildings of a historic nature. He will work on this item and bring it back to the Board for further consideration and prioritization.

Selectman Pray explained that, while the Church steeple and clock tower are the main focus of this project, there is no current preservation plan in place for any of the Town's historic buildings. The LCHIP funding requires that there be a building assessment in place for any projects over \$50,000. A grant could also be sought to get this assessment in place. She noted that she spoke with a consultant last week who completed an assessment on the church and steeple in June 2020 and at that time the estimated cost of the painting project was approximately \$15,000. He explained that this cost has likely now increased.

7. Staff Reports – None at this time.

8. Approvals

8.1 2021 Elderly Tax Deferral

A 2021 Elderly Tax Deferral application is being submitted for the Boards review. The Tax Collector has determined this application qualifies for deferral under RSA 72:38-a.

Therefore, Selectman Stoughton MOVED and SECONDED by Selectman Grella to approve the Elderly Tax Deferral in the amount of \$5,221.00 for Map 002-146-027 for Tax Year 2021. Voting: 5-0-0; motion carried unanimously.

8.2 Assessing

Elderly Exemption

Item A.

The applicants have applied for an Elderly Exemption under RSA 72:39-a, which the Assessor has determined all meet the income and asset limits and qualify for the exemption.

Therefore: Selectman Stoughton MOVED and SECONDED by Selectman Grella to approve the Elderly Exemption for the following map and lot numbers commencing with Tax Year 2022:

Map/Lot

1. 006-046-005

2. 004-201-001

3. 006-074-008

4. 004-166-047

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

Veteran Tax Credit

Item B.

Our assessor has reviewed the attached Veteran Tax Credit Applications provided and determined the applicants qualify for the Tax Credit under RSA 72:28 and 72:28b.

Therefore, Selectman Stoughton *MOVED and SECONDED* by Selectman Grella to approve the Veteran Tax Credits for the following map and lot numbers commencing with Tax Year 2022:

1. 001-035-028

2. 004-059-029

3. 002-002-065

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

Land Use Change Tax

Item C.

Our assessor recommends approval of the attached land use change tax release for Tax Map 005 Lot 059-029. The lot sold and is less than 10 acres and is not contiguous with other lots in current use under identical ownership. The Land Use Change Tax in the amount of \$30,000 represents 10% of the full and true market value of \$300,000.

Therefore, Selectman Stoughton *MOVED and SECONDED* by Selectman Grella to approve the Land Use Change Tax in the amount of \$30,000 for Tax Map 005 Lot 059-029.

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

Gravel Tax Levy

Item D.

The attached is a Gravel Tax Levy to be collected by the Tax Collector for the excavation of gravel. The Department of Revenue provides the tax per cubic yard values that are used to calculate the tax.

Therefore, Selectman Stoughton *MOVED and SECONDED* by Selectman Grella to approve and sign the Gravel Tax Levy for Map 002, Lot 034-007 in the amount of \$126.70.

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

Elderly Exemption Recommendations

Item E.

Our assessor has reviewed the attached Elderly Exemption Application, and the applicant does not meet the necessary requirements to qualify for the Elderly Exemption under RSA 72:39-a for tax year 2022. The applicant's total income exceeds the current limit, and it is recommended that the application be denied.

Therefore, Selectman Stoughton *MOVED and SECONDED* by Selectman Grella to deny the Elderly Exemption for Map 013, Lot 004-000 for the 2022 tax year.

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

Item F.

Our assessor has reviewed the attached Elderly Exemption Application, and the applicant does not meet the necessary requirements to qualify for the Elderly Exemption under RSA 72:39-a for tax year 2022. The applicant's total assets exceed the current limit, and it is recommended that the application be denied.

Therefore, Selectman Stoughton *MOVED* and *SECONDED* by Selectman Grella to deny the Elderly Exemption for Map 005, Lot 115-001 for the 2022 tax year.
Voting: 5-0-0; motion carried unanimously.

8.3 AP, Payroll, Minutes

A *MOTION* was made by Selectman D'Angelo and *SECONDED* by Selectman Pray to approve one (1) FY21 Accounts Payable Manifest in the amount of \$215,143.59 dated April 8, 2022, subject to review and audit. (Vendors)
Voting: 5-0-0; motion carried unanimously.

A *MOTION* was made by Selectman D'Angelo and *SECONDED* by Selectman Pray to approve one (1) FY21 Accounts Payable Manifest in the amount of \$591,501.11 dated April 12, 2022, subject to review and audit. (Vendors)
Voting: 5-0-0; motion carried unanimously.

A *MOTION* was made by Selectman D'Angelo and *SECONDED* by Selectman Pray to approve one (1) FY21 Accounts Payable Manifest in the amount of \$1,107.00 dated April 15, 2022, subject to review and audit. (Vendors)
Voting: 5-0-0; motion carried unanimously.

A *MOTION* was made by Selectman D'Angelo and *SECONDED* by Selectman Pray to approve one (1) FY21 Payroll Manifest in the amount of \$148,260.00 dated April 21, 2022, subject to review and audit.
Voting: 5-0-0; motion carried unanimously.

A *MOTION* was made by Selectman Pray and *SECONDED* by Selectman D'Angelo to approve the Board of Selectmen meeting minutes of April 11, 2022, as amended.
Voting: 5-0-0; motion carried unanimously.

9. Action Items

The Board reviewed its action items.

10. Old/New Business

Town Administrator Shankle explained that the Board will soon begin to hear semi-annual budget reports from Department Heads.

Selectman Pray stated that there is a Master Plan Steering Committee meeting scheduled for tomorrow evening.

11. Non-Public Session RSA 91-A:3 (a)) - The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.

This item was addressed during the previous Non-Public Session.

317
318 A *MOTION* was made by Selectman Stoughton and *SECONDED* by Selectman Grella to
319 adjourn the meeting at 7:40pm.
320 Voting: 5-0-0; motion carried unanimously.

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323 **NEXT MEETING: Monday, May 9, 2022**

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325

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Selectman Danielle Pray

Date