



# Town of Amherst, NH

## BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room  
2 Main Street  
Monday, May 9, 2022, 6:30PM

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

Also present: Town Administrator Dean Shankle, and Recording Secretary Kristan Patenaude (remote)

### 1. Call to Order

Chairman Peter Lyon called the meeting to order at 6:30 p.m.

**2. Pledge of Allegiance** – led by liaison to the Board of Selectmen from the Amherst School Board, Jason White

**3. Citizen's Forum** – none at this time

### 4. Amherst Lions Proclamation

#### 4.1. Celebrating 50 Years of Service

Selectman Pray read the proclamation into the record:

*"Now comes the Town of Amherst through its Selectmen: We hereby issue this proclamation whereas the motto of the Lions Club International is "We Serve" and the Amherst Lions Club is a valuable service club in the community; And whereas the Amherst Lions Club has been serving the local community for 50 years beginning May 30, 1972, and whereas the Amherst Lions Club serves to improve the local community with specific emphasis placed on service to the blind and visually impaired. In addition, the Amherst Lions Club supports numerous service agencies and charities including SHARE, Bridges and Ann Marie House through fundraising and volunteer efforts; And whereas the Amherst Lions Club participates in a number of annual community events including the holiday baskets, the 4th of July parade, beautification of the Bridge of Flowers and events to support local charities; And whereas the Amherst Lions has cooked and served meals at our annual Pancake Breakfast and has flipped 50,000 pancakes, cooked over 32,000 sausages, and served over 20,000 cups of coffee in doing so; And whereas the Amherst Lions Club has conducted thousands of eye and hearing screenings for Amherst students and residents and fundraises to provide eye exams and eyeglasses to people in need; And now therefore the Town of Amherst offers this Proclamation of Congratulations to the Amherst Lions Club in recognition of their 50th anniversary of service to the community."*

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Stoughton, on behalf of the Town, for the Board to sign and provide the proclamation to the Lions Club.

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

39  
40 **5. Committee Appointment**

41 **5.1 Joseph Broderick, Recreation Commission**  
42

43 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
44 *appoint Joseph Broderick to the Recreation Commission for a term expiring at the end of this*  
45 *year.*

46 *Voting: 5-0-0; motion carried unanimously.*  
47

48 **6. Scheduled Appointments**

49 **6.1 Hoyle Tanner Bridge projects presentation**

50 Shawn James and Joseph Ripley, Hoyle Tanner, addressed the Board. Mr. Ripley explained  
51 that the NH DOT Municipal Bridge Program has certain requirements for projects completed  
52 under it, such as a 24' roadway width minimum, and 1' between the freeboard and 50-year  
53 flood elevation. Under this program, bridge projects are covered 80% by the State, with a 20%  
54 town match. The bridge on Mont Vernon Road is proposed to be completed in 2023, and the  
55 bridge on Thornton Ferry Road I is proposed to be completed in 2024.  
56

57 Mr. Ripley explained that the Mont Vernon Road bridge currently consists of two corrugated  
58 metal pipes. The road, in that area, consists of two lanes of traffic, 22' wide. The stream that  
59 this bridge crosses is a Tier 3 stream, per NH DES. The bridge is currently on the NH DOT's  
60 red list, and listed in "serious condition." The bridge is currently hydraulically undersized.  
61 The proposal is to replace the bridge with a concrete rigid frame. The bridge will have a span  
62 of 24' and the design has a 75-year life. The traffic in this area will be managed during  
63 construction with a road closure and 4.75-mile detour. A precast concrete bridge will be used  
64 to shorten construction time as much as possible. The erosion control will be wildlife friendly.  
65 Rip rap placed in the stream during construction will be buried with native, excavated material  
66 from the site. The intention is to put this project out to bid in January 2023, with construction  
67 to occur in spring/summer 2023. This project has a total projected cost of \$1,030,000. The  
68 State's portion of this amount is \$824,000, and the Town's match is \$206,000.  
69

70 Mr. Ripley stated that the Thornton Ferry Road I bridge currently consists of two 8.6"  
71 corrugated metal culverts. The road, in that area, consists of two lanes of traffic, 22' wide. The  
72 stream that this bridge crosses is a Tier 3 stream, per NH DES. The bridge is currently on the  
73 NH DOT's red list, and listed in "serious condition." The bridge is currently hydraulically  
74 undersized. The proposal is to replace the bridge with a 55' span bridge, made of precast  
75 concrete decks and beams. The bridge is designed to have a 75-year life and is considered low  
76 maintenance. The traffic in this area will be managed with a road closure at a 5-mile detour.  
77 Being that there is a bird sanctuary located just up the road from this project, the Amherst  
78 Conservation Commission will be consulted prior to commencement of the project. He  
79 explained that NH DOT recently received additional funding to accelerate bridge projects  
80 under the federal Bipartisan Infrastructure Law (BIL). The Thornton Ferry Road I bridge was  
81 selected for this additional funding and was thus able to be advanced by a year. The funding  
82 match by the Town is the same, however, the construction of the bridge is 100% federally  
83 funded at a \$250,000 savings to the Town. The Town's total cost for this project is \$49,000.  
84 The intention is to put this project out to bid in the winter of 2023-2024, with construction to  
85 occur in the spring/summer of 2024.

86  
87 In response to a question from Selectman Stoughton, Mr. Ripley explained that the bridges are  
88 proposed to have at least a 24' width, tapering down to the 22' roads. Construction for these  
89 projects is likely to last from June – September/October in those years. The construction  
90 window can be tightened, but at a higher cost to the Town.  
91

92 In response to a question from Selectman Grella, Mr. James stated that, as long as these  
93 projects are put out to bid early enough, he is not concerned with being able to amass the  
94 necessary materials. The guard rails are proposed to be made of galvanized steel.  
95

96 In response to a question from Selectman Grella, Eric Slosek, DPW Director, stated that  
97 residents in the areas of these projects will be notified through letters and meetings.  
98

99 In response to a question from Selectman D'Angelo, Mr. Ripley stated that there are no  
100 concerns regarding bedrock in the area of the Thornton Ferry Road I bridge, as testing has  
101 found the bedrock to be shallow in this area.  
102

103 In response to a question from Selectman Pray, Mr. Ripley explained that the NH DOT chose  
104 23 projects throughout the State to be considered for the extra BIL funding.  
105

106 Chairman Lyon noted that it will be important to stick to the anticipated completion dates for  
107 these projects, once known. He asked if there are any downsides to the precast bridge  
108 proposed for the Mont Vernon Road project. Mr. Ripley stated that there are no downsides.  
109 This is actually a better product overall, as it is fabricated in a controlled, offsite environment.  
110

## 111 **6.2 Jason White, Amherst School Board liaison**

112 Jason White addressed the Board as the new liaison from the Amherst School Board.  
113

114 Selectman Stoughton noted that the Board will be working this summer on a policy for impact  
115 fees. It will then be in contact with the schools to let them know the portion of these impact  
116 fees that relate to the schools.  
117

118 Chairman Lyon explained that the Town and schools calculate the tax impacts of warrant  
119 articles that are then listed on the ballot differently. The Town currently reports the gross  
120 amount of impact, while the schools report the net/increase of the impact. He would like for  
121 the two groups to work together to be on the same page in reporting these amounts for the  
122 future.  
123

## 124 **6.3 Chris Buchanan, Bicycle & Pedestrian Committee Updates**

125 Chris Buchanan requested that the Board approve moving the date for the proposed ribbon  
126 cutting event of the Amherst Street sidepath to June 12, 2022. This new date is being  
127 proposed in order to accommodate members of Carolyn Mitchell's family being in Town.  
128

129 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
130 *reschedule the ribbon cutting event for the Amherst Street sidepath to June 12, 2022, at 12pm.*  
131 *Voting: 5-0-0; motion carried unanimously.*  
132

Chris Buchanan noted that the Board heard about and accepted grant funds in the amount of \$10,480 from the Bean Foundation for counters to be placed along the sidepath at its March 14<sup>th</sup> meeting. The price for these counters has since gone up, and there is now a one-time gap in funding of \$270. These counters will come with manual and automatic hardware for data gathering. There is no additional cost for manual gathering, but automatic gathering brings an additional cost of \$420/year per counter. He has spoken with DPW Director Slosek to determine the best placement along the path for these counters. The locations should be on a grass strip, not near homes, at either end of the path.

Selectman D'Angelo suggested that there be signage along the path explaining that it is a sidepath, not sidewalk, and capable of handling cyclist traffic. DPW Director Slosek stated that the DPW will soon be considering signage for this area to mark the sidepath.

In response to a question from Selectman Stoughton, DPW Director Slosek stated that the DPW will be able to install these counters, likely within the span of one day.

#### **6.4 Lindsay Buchanan & Chris Buchanan – Use of Town Common request, Amherst German Christmas Market, December 10, 2022**

Lindsay Buchanan explained that her request is for a European style/outdoor Christmas Market and craft fair on December 10, 2022.

In response to a question from Chairman Lyon, Ms. Buchanan explained that she has been working with SHARE, in Milford, to consider raising funds for the non-profit during the event. Most of the funds raised will go towards paying for the event. Vendors will be selling their own goods for profit during the event.

In response to a question from Selectman Pray, Ms. Buchanan stated that this event is being proposed to take place during the Tree Lighting weekend. Ms. Buchanan stated that she has been in contact with Michelle Arbogast, of the Tree Lighting Festival, regarding this event, but has not been coordinating in terms of the other events to be held that weekend per say. Chairman Lyon suggested that she may wish to do so.

*A MOTION was made by Selectman Pray and SECONDED by Selectman D'Angelo to approve the request to hold a German Christmas Market on the Town Common on December 10, 2022, from 10am – 7pm.*

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

### **7. Administration**

#### **7.1 Administrative Updates**

Town Administrator Shankle explained that he has submitted the final application for the PFAS grant program. However, he recently received an email from DES that it plans to increase its grant funding for this item to \$5,000 for point-of-use systems, and \$10,000 for service-connection systems. DES noted that that it believes it has enough funding to cover all applicants in the State through its program. It is unclear if the Town should also be seeking its own reimbursement grants, or if the DES grants will truly cover everyone.

Town Administrator Shankle noted that the Memorial Day parade will take place on Friday, May 27, 2022, at 5:30pm.

## **7.2 Gold Award Proclamation – Amanda Fulton**

Chairman Lyon explained that the Gold Award is the highest and most prestigious award in Girl Scouting. Only 5.4% of those girls eligible to earn the Gold actually do so. The award recognizes those girls who demonstrate extraordinary leadership through Take Action Projects. These projects have a sustainable impact not only on the girls but on their communities as well. These projects represent the culmination of over 80 hours of work on a project that is important to the individual girl. Gold Awardees have turned a vision into an action plan. In doing so, they not only have made the community and world a better place, but they have also grown their self-confidence and leadership skills.

Chairman Lyon read this proclamation into the record:

*“Now comes the Town of Amherst through its Selectmen who hereby issue this proclamation: Whereas, Amanda Fulton is a member of the Amherst Girl Scout troop 22515; And whereas, Amanda Fulton has received the Girl Scout gold award. Whereas, the Town of Amherst wishes to honor Amanda Fulton to mark this momentous event; And whereas, the Town of Amherst offers this Proclamation of Congratulations to Amanda Fulton. Further, the Town of Amherst applauds the efforts of Amanda Fulton as she achieves this high honor; And further, in recognition of the spirit of cooperation, and willingness to join together for the common good, the Town of Amherst proclaims June 1st, 2022, Girl Scout Recognition Day in Amherst.”*

*A MOTION was made by Selectman Stoughton and SECONDED by Selectman Pray, on behalf of the Town, for the Board to authorize and issue this proclamation.  
Voting: 5-0-0; motion carried unanimously.*

## **7.3 Amherst Village Traffic Circulation Study**

Town Administrator Shankle explained that the NRPC Traffic Circulation Study contains several suggestions for the Main Street/Boston Post Road intersection.

Selectman Stoughton explained the history of this item. The Planning Board previously had several proposed developments near the Amherst Village. These had associated traffic studies which raised concerns about the failure of the Main Street/Boston Post Road intersection. It was stated that this failure would occur whether or not these developments came to fruition. The NRPC study suggests a couple of actions, though does not note potential failure of the intersection. One proposed option is to remove two of the stop signs at the intersection, to allow traffic on Boston Post Road to flow freely. The study includes the recommendation to switch some current stop signs around the Village to yield signs. The study was unable to complete pedestrian counts, and Selectman Stoughton stated that he recommends this be done. He suggested that the recommendations from the study be submitted to the Highway Safety Committee and Bicycle & Pedestrian Advisory Committee for their thoughts. He also noted that he believes any process to make changes should allow for public input.

Selectman Stoughton stated that he sees four potential possibilities for the Main Street/Boston Post Road intersection: do nothing, remove the two stop signs as proposed in the study, install

a traffic light that can change its function based on varying times of the day, or leave the stop signs but have a police officer control the intersection during busy times of day to allow more than one car through at a time. He believes that this last option may be the best for maintaining the Village's character while dealing with the traffic issue.

Selectman Grella agreed with letting the associated town committees review the study and make recommendations. He also noted that the Historic District Commission will likely also want to review the proposal.

Selectman D'Angelo suggested that the Community Development Department search its files for all traffic studies completed in the Village over the years. These could then be placed on the Town's website for easy review by the public.

Selectman Pray agreed that residents who live in the Village should have input into this process. She agreed with having the pedestrian count completed. She noted that the study took into account traffic counts during pick up/drop off during the morning hours but did not seem to account for the afternoon hours. She suggested that it may be important to examine both.

Chairman Lyon noted that this report will also be forwarded to the Amherst School Board. He has concerns with the options of removing the stop signs and installing a traffic light.

Will Ludt, 3 School Street, stated that he has an issue at his home regarding the noise of cars frequently rushing by. He would like this item to be studied as well. He asked that the Board consider a potential no thru trucking ordinance for the Village.

#### **7.4 Locality Equipment Matching Program**

Town Administrator Shankle stated that the Fire Chief has also come up with a project for this program. He is recommending that a grant application be submitted for a Fire Rescue Lifepak 15 - \$35,661, and for a DPW trailer - \$43,000. Further, it was agreed that the reimbursements would be evenly distributed between the two projects, so each would be offset by \$24,375. This means that the remainder of the funding for the Fire Rescue purchase (\$11,286) would come from the Fire Equipment Capital Reserve Fund and the remainder of the funding for the DPW purchase (\$18,625) would come from the DPW's current budget. Town Administrator Shankle noted that the DPW will encumber some of this year's money for a project next year to deal with a ventilation system for Town Hall.

Fire Chief Conley stated that the department is looking to purchase a new ambulance. This opportunity would allow for a new heart monitor to be placed in that ambulance. There are a couple of additional grants that he will be applying for.

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to approve the application for Local Equipment Matching funds of \$48,750 to be split evenly between the DPW for their trailer to allow for continued social distancing and Fire Rescue for purchase of a Lifepak 15 for their ambulance.*

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



## 8. Staff Reports

### 8.1 Conceptual Planning/Master Plan for Buck Meadow fields

Recreation Director Craig Fraley explained that the Recreation Department would like to hire an outside firm to assist with the design of and master plan for the Buck Meadow Conservation and Recreation Area. It is important to have a layout for this 10-acre lot the Parks and Recreation Department oversees, to plan accordingly for the future. It can be a huge mistake to just start placing different park features on the property without any conceptual planning. The Recreation Department solicited quotes from three different vendors and Tighe & Bond was the most reasonable. The Recreation Department would like to pay for this plan out of the existing Field Acquisition and Construction Capital Reserve Fund. There is currently \$100,494 in this CRF. If and when a grant is awarded by the Land Water Conservation Fund, this will be able to count this against the 50% match to the grant.

In response to a question from Selectman Pray, Mr. Fraley stated that Tighe & Bond proposed six weeks from the contracted date for this to be completed. Mr. Fraley noted that private citizens are welcome to suggest items for the Buck Meadow area as well.

Selectman Stoughton recommended that the Recreation Department work on this project with the Conservation Commission. He also noted that some of the impact fees will be for recreation purposes and there will be more information about this in the future.

Chairman Lyon asked that Mr. Fraley come back before the Board as the project progresses to discuss the funding sources.

*A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to expend \$6,500 out of the Recreation Field Construction/Improvement Capital Reserve Fund for the purpose of hiring Tighe & Bond to make a master plan for the Buck Meadow Conservation and Recreation Area fields.*

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

### 8.2 Parks & Recreation Quarterly Report

Mr. Fraley gave an update on the Recreation Department. He noted that by this fall the Department will have made more money than it's spent toward Birch Park. Two shade structures and nine trees were installed last year at Joshua's Park. Two pergolas were also installed for the gardeners. The Bean Fields seem to be holding up well. Two major tournaments, the Memorial Day soccer tournament, and the NH Youth Lacrosse Tournament, will be occurring soon. It is planned to open Baboosic Lake on Memorial Day. There is currently a lifeguard shortage, with only 7 of 12 hired so far for the Town. A new pass system will be used this year at the Lake. The Buck Meadow clubhouse has been receiving renovations throughout the past year. The summer concert series will take place again this year, along with an additional concert at Baboosic Lake, called Lakeapalooza. There was damage done to a retaining wall at Peabody Mill Environmental Center which will need to be fixed. The Makerspace has not yet restarted since the pandemic began. The room at the High School used for Makerspace is currently being used as a storage room and the school is requiring that a custodian be on duty in order to use the space, which has been difficult. There have been more senior bus trips offered, and the department has been able to charge for afterschool activities use of the department's bus.

Mr. Fraley explained that a fiscal year process for the department's Revolving Fund is a difficult way to track things, as the department makes most of its money during the spring/summer month. For FY21, which started in July 2020 in the middle of the pandemic, the department's costs were down, and revenues were up. While the budgeting looks as though the department had large revenues during that time, this was almost all spent toward staffing. The department follows the Revolving Fund policy but has difficulty in budgeting the whole fund due to increases/decreases in the number of programs each year, and/or the number of families entering Town and participating. All department programs are budgeted for, but there is not an overall umbrella budget for the whole Revolving Fund.

### **8.3 Finance Update**

Debbie Bender, Finance Director, gave an update on the budget. She explained that there is 26% of the budget still available, which is good for this time of the year. There are a number of items that she is still following up on.

Selectman Stoughton noted that there are a number of prior year accounts which seem to have large unspent balances. He assumes that most of these budgets were not properly recorded and that these funds were actually largely spent. Ms. Bender agreed and stated that she would look into this item.

Ms. Bender explained the process that she is going through to try to set up accounts for the impact fees received by the Town. She noted that the department will likely need an additional part-time person, and/or software changes, at some point in the future.

### **8.4 Park Bench Donation**

DPW Director Slosek, stated that, on behalf of resident Rita Piotrowski, he is seeking acceptance by the Board for the donation of a 60" park bench with a memorial plaque (small metal plate affixed to the bench) to the Town. The bench will have a cast-aluminum frame powder-coated a dark evergreen color and have oak wood slats. The donor wishes for the bench to be installed on the Town Green across from the Town Hall.

Will Ludt, 3 School Street, stated that the more subtlety a historic resource in Town can be changed, the better. He has a concern with the number of benches on the Green and suggested removing one bench from the Green and placing it in a separate space in Town that needs a bench. He noted that approximately 98% of the time, outside of a Town event, the benches are vacant. Limiting the number of benches makes sense.

DPW Director Slosek stated that two additional benches could be placed on the Green with reasonable spacing.

Selectman Pray agreed that there is a finite number of benches that can be placed on the Green. She questioned if removing them is the right idea, if the original donors believed that is where they'd be placed.



Selectman Stoughton stated that he appreciates Mr. Ludt's point, and the Town should start to identify other locations that would be appropriate for benches into the future. Selectman Lyon agreed and asked everyone to brainstorm on additional locations.

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to accept the donation of a park bench and plaque from Rita Piotrowski as described. Further, move to approve the installation of the bench on the Town Green across from Town Hall as specified and authorize the Town Administrator to approve wording of the plaque.*

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

## **8.5 Line Striping Bid**

DPW Director Slosek stated that he is recommending the Board approve the line striping bid. This work will be funded using the Line Striping budget line, and additional funds available through the budget line items for the open Assistant DPW Director position, other open positions, and the sand budget line.

*A MOTION was made by Selectman Grella and SECONDED by Selectman Stoughton to award contract number 10-22, Line Striping, to Industrial Traffic Lines for the amount of \$36,129.91.*

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

## **8.6 Stop Bars, Crosswalks, and Yield Markings Bid**

*A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to award the 11-22 contract, Crosswalks, Yield Lines, and Stop Bars, to Markings, Inc. in the amount of \$8,042.00.*

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

## **8.7 Town Fuel Oil/Propane Bids**

DPW Director Slosek explained that a joint RFP between the Town and SAU39 was posted for purchasing #2 heating oil and propane. Bids were received on Tuesday, May 3, 2022. In total, four bids were received for propane, and two bids for heating oil. He recommended awarding the FY23 Town propane contract to Bot-L-Gas, Inc. Bot-L-Gas is the current propane supplier and was the low bidder by 12.4 cents/gallon. Irving Oil had the low bid for oil at \$3.573/gallon. However, there are additional fees and penalties built into their price that may increase risk to the Town. Additionally, Irving would not hold their price as requested by the RFP. Ciardelli's price is \$3.779. The recommendation to the SAU39 school board by the SAU39 Director of Facilities will be to contract with Ciardelli. He recommended awarding the FY23 Town fuel oil contract to Ciardelli. Ciardelli is the current fuel oil supplier. Their price is 20.6 cents higher than Irving, but there would not be a penalty for under or over usage. So far this heating season the Town has used approximately 4,000 gallons less than the estimated usage. This would have resulted in approximately \$892 in additional charges under an Irving contract, while the increased cost of Ciardelli's rate would have cost an additional \$1,236. In his opinion, there is less risk of contracting with Ciardelli.

*A MOTION was made by Selectman Grella and SECONDED by Selectman Stoughton to award the FY23 Town propane contract to Bot-L-Gas, Inc., for a price of \$1.875/gallon.*

Further, move to award FY23 Town #2 heating oil contract to Ciardelli for a price of \$3.779/gallon.

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

## **9. Approvals**

### **9.1 Assessing**

#### **Abatement Recommendation**

##### **Item A.**

The subject is a Single-Family home situated on a 2.03-acre site. The dwelling is listed in average condition. The assessor personally inspected the property on 3-1-22 and conducted a full interior and exterior inspection. As a result, of the condition of the property, he made an adjustment in depreciation. After adjustments, the assessment was reduced by \$20,700, from \$504,400 down to \$483,700.

*The Assessor has reviewed the abatement and recommends an adjustment.*

*Therefore, a MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to approve the abatement for Tax Year 2021 for Map 001, Lot 035-019, in the amount of \$441.00 plus any applicable interest/fees.*

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

#### **Abatement Recommendations**

##### **Item B.**

*The following abatement applications have been reviewed by both Vision Government Solutions and KRT Appraisal and both recommend denial of the abatement applications.*

*A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to deny the Tax Year 2021 abatement application for Map and Lot number: 001-005-001 – because the applicant's appraisal supplied undervalued the finished basement.*

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

*A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to deny the Tax Year 2021 abatement application for Map and Lot number: 002-036-000 – because the applicant claims comparable sales are lower but provided no sales information.*

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

*A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to deny the Tax Year 2021 abatement application for Map and Lot number: 002-066-001 – because the applicant stated it would provide an appraisal but has not done so and provided no other evidence to support its application.*

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

*A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to deny the Tax Year 2021 abatement application for Map and Lot number: 002-146-005 – because the applicant did not provide any current appraisal or valuation data to support their request and the appraiser concludes the comparables supplied are in line with the applicant's assessed value.*

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

457  
458 A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella  
459 to deny the Tax Year 2021 abatement application for Map and Lot number: 002-173-014 –  
460 because the assessor evaluates the condition of the property to be “good” not “fair” as the  
461 applicant claims.  
462 Voting: 5-0-0; motion carried unanimously.  
463  
464 A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella  
465 to deny the Tax Year 2021 abatement application for Map and Lot number: 004-059-018 –  
466 because the data supplied by the applicant did not support a change in assessed value.  
467 Voting: 5-0-0; motion carried unanimously.  
468  
469 A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella  
470 to deny the Tax Year 2021 abatement application for Map and Lot number: 004-138-016 –  
471 because the data supplied by the applicant supports a valuation higher than the current  
472 assessment.  
473 Voting: 5-0-0; motion carried unanimously.  
474  
475 A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella  
476 to deny the Tax Year 2021 abatement application for Map and Lot number: 005-016-043 –  
477 because the assessor concludes that the evaluated condition of the property supports the  
478 assessment as compared to comparable properties supplied by the applicant.  
479 Voting: 5-0-0; motion carried unanimously.  
480  
481 A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella  
482 to deny the Tax Year 2021 abatement application for Map and Lot number: 007-033-014 –  
483 because the assessor concludes that the comparison of living area square footage of submitted  
484 comparables supports the assessed value.  
485 Voting: 5-0-0; motion carried unanimously.  
486  
487 A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella  
488 to deny the Tax Year 2021 abatement application for Map and Lot number: 010-035-000 –  
489 because the assessor concludes appropriate adjustments to the supplied comparables  
490 supports the assessed value.  
491 Voting: 5-0-0; motion carried unanimously.  
492  
493 A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella  
494 to deny the Tax Year 2021 abatement application for Map and Lot number: 010-064-007 –  
495 because the assessor concludes that the assessment is in line with the new assessments of the  
496 comparable properties provided.  
497 Voting: 5-0-0; motion carried unanimously.  
498  
499 A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella  
500 to deny the Tax Year 2021 abatement application for Map and Lot number: 025-037-000 –  
501 because the assessor concludes that the water view supports the assessment that is different  
502 from the comparables provided by the applicant.  
503 Voting: 5-0-0; motion carried unanimously.

***Elderly Exemption***

**Item C.**

The Assessor has reviewed the application for an Elderly Exemption under RSA 72:39-a and recommends approval.

*Therefore, A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to approve the Elderly Exemption for Map 002, Lot 149-011 commencing in Tax Year 2022.*

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

**Item C-1.**

The Elderly Exemption Application 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.

*Therefore, A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to deny the Elderly Exemption for Map 006, Lot 040-000 for the 2022 tax year.*

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

***Certain Disabled Veterans Exemption***

**Item D.**

The applicant is currently receiving the \$500 Veterans tax credit, and the \$4,000 Service-Connected Total Disabled Tax Credit, and has now applied for the total exemption, Certain Disabled Veterans, which exempts the entire property from taxes as described in RSA 72:36-a. However, our assessor states that the applicant has not provided the necessary documents to qualify for the exemption.

*Therefore, A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to deny the application for a Certain Disabled Veterans Tax Exemption for tax year 2022 for Map 011, Lot 012-031.*

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

***Land Use Change Tax***

**Item E.**

We have a land use change tax release for Tax Map 006 Lot 079-005. The lot was purchased on 3/21/2022 and is less than 10 acres. The Land Use Change Tax in the amount of \$13,300 represents 10% of the full and true market value of \$133,000.

*Therefore, A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to approve the LUCT in the amount of \$13,300 for Tax Map 006 Lot 079-005.*

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

**Item F.**

We have a land use change tax release for Tax Map 006 Lot 079-006. A new home was built on the parcel, and it is less than 10 acres and no longer qualifies for current use. The Land Use

Change Tax in the amount of \$13,300 represents 10% of the full and true market value of \$133,000.

*Therefore, A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to approve the LUCT in the amount of \$13,300 for Tax Map 006 Lot 079-006. Voting: 5-0-0; motion carried unanimously.*

**Item G.**

We have a land use change tax release for Tax Map 006 Lot 079-021. The lot was purchased on 12/17/2021 and is less than 10 acres. The Land Use Change Tax in the amount of \$13,300 represents 10% of the full and true market value of \$133,000.

*Therefore, A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to approve the LUCT in the amount of \$13,300 for Tax Map 006 Lot 079-021. Voting: 5-0-0; motion carried unanimously.*

**Service-Connected Total Disability**

**Item H.**

The applicant is currently receiving the \$500 Veterans tax credit and has now applied for the Service-connected total disability tax credit. The applicant has provided the required documents along with an application. However, the applicant's degree of disability does not meet the requirements of RSA 72:35 in order to qualify for the tax credit.

*Therefore, A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to deny the application for a Service-Connected Total Disability tax credit for tax year 2022 for Map 019, Lot 002-000. Voting: 5-0-0; motion carried unanimously.*

**Service-Connected Total Disability**

**Item I.**

Our assessor has reviewed the attached Veteran Tax Credit Application provided and the applicant qualifies for the Tax Credit under RSA 72:28 for the 2022 tax year.

*Therefore, A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to approve the Veteran Tax Credit for tax year 2022 for Map 017, Lot 043-000. Voting: 5-0-0; motion carried unanimously.*

**9.2 AP, Payroll, Minutes**

**Payroll**

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to approve one (1) FY21 Payroll Manifest in the amount of \$216,409.69 dated May 5, 2022, subject to review and audit.*

*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 \$32.39 dated May 5, 2022, subject to review and audit.*



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

### **Accounts Payable**

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 \$45,555.45 dated April 26, 2022, subject to review and audit. (NH DMV)

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 \$37,377.88 dated May 3, 2022, subject to review and audit. (NH DMV)

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 \$3,037,685.00 dated May 1, 2022, subject to review and audit. (Schools)

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 \$314,080.09 dated April 26, 2022, subject to review and audit. (Vendors)

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 25, 2022, as amended.

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

### **10. Action Items**

The Board reviewed its action items.

### **11. Old/New Business**

None at this time.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to adjourn the meeting at 9:25pm.

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

**NEXT MEETING: Tuesday, May 31, 2022**

\_\_\_\_\_  
Selectman Danielle Pray

\_\_\_\_\_  
Date