



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room

2 Main Street

Monday, September 27, 2021, 6:30PM

1. Call to Order

Chairman Peter Lyon called the meeting to order at 6:32 p.m.

Attendees: Chairman Peter Lyon, Selectman Dwight Brew, Selectman John D'Angelo, Selectman Tom Grella, and Selectman Danielle Pray.

Ways & Means Committee present: Lisa Eastland, Jim Kuhnert, Wendy Rannenberg, Mike Patterson, Melanie Geyser, Lori Mix, and Diane Layton.

Also present: Town Administrator Dean Shankle and Recording Secretary Kristan Patenaude.

2. Pledge of Allegiance – led by Craig Fraley, Amherst Recreation Dept Director.

Chairman Lyon discussed the process for the evening's agenda. After hearing from members of the public, it was decided that the COVID-19 Taskforce would present its update and recommendations, with the public comment to be taken afterward.

3. Citizen's Forum

Linda Kaiser, 6 Manchester Road, expressed concerns regarding the speed limit on Manchester Road and near her property. Chairman Lyon stated that he will review recent speed counts for this area and run the data again, if need be.

Tim Kachmar, 15 Mack Hill Road, stated that he believes the Task Force recommendations are fearmongering. He asked that the Board seek input from experts and citizens before acting on the recommendations. He noted that, if the Board plans to approve the Task Force recommendations which mainly seem to come from the CDC, there does not seem to be a need for a Task Force. He stated that he believes the Town should use data more specific to Amherst than the Hillsborough County data for number of COVID-19 cases.

Marc Prescott, 2 Sargent Quarry, asked why the Town would consider mandating its employees to get vaccinated or wear masks. He stated that the adage 'my body, my choice,' should apply and employees should have the right to choose what is best.

Tom Quinn, 30 Christian Hill Road, read a statement regarding Halloween festivities in Town. He noted that outdoor activities have been shown not to contribute to the spread of COVID-19. He stated that he believes the recommendations made regarding Halloween by the Task Force would erode a sense of community and that there is no evidence shown to defend these recommendations. He also asked how the Town would feel if Milford noted that it would not like to see people from outside towns attend the Pumpkin Festival, as the

recommendation is worded against people from outside towns attending Amherst's Halloween festivities.

Linda Kaiser noted that many older children steal candy on Halloween and asked that the Board put out a plea to make Halloween for younger children specifically.

Nicole Souza, 17 Baboosic Lake Road, noted that COVID-19 is disrupting her children's few younger years. She also believes it is disrupting society as a whole. She noted that Halloween festivities are a social event for the Town to come together as a community. She is concerned that wearing masks obstructs people from showing a full range of emotion. She asked what the Board's angle would be on disallowing Halloween festivities in Amherst. She noted that the rate of children contracting COVID-19 is low.

Kelly Mullin, 48 Christian Hill Road, stated that crowds have gathered for high school football games, concerts on the Green, in bars, for Red Sox games, etc., without the ability to social distance and with many unmasked. She believes children should be able to trick or treat outdoors and that it should be up to each family to choose what is best for them.

Dave Deysher, 5 Manchester Road, noted that the speed limit on most roads in the Village is already 25mph. This does not seem to deter people from speeding at all. He asked that the speed limits be enforced and that there be something done to keep the Village streets quaint and appealing.

Lee Kachmar, 15 Mack Hill Road, echoed Kelly Mullin's comments. She stated that children have had so much taken from them due to COVID-19; she believes canceling Halloween festivities would be devastating.

8. Staff Reports

8.1 COVID-19 Task Force Update and Recommendation

Jennifer Stover stated that the Task Force addressed five recommendations. The first deals with using the CDC Data Tracker for Hillsborough County for real-time data numbers. She noted that many Amherst Town employees do not necessarily live in Town. The next proposal is for everyone to wear masks when inside Town buildings when the County Level of Community Transmission is High or Substantial and 6' of separation cannot be maintained. If the Transmission Level is Moderate or Low, those unvaccinated should continue to wear masks inside Town buildings, if 6' of separation cannot be maintained. She noted that people should wear masks as they enter the building because it will be unclear as to how many other people will be in the lobby at that time. There will be a two week wait time between switches from Transmission Levels (for example, those vaccinated will no longer be required to wear masks indoors two weeks after the Level of Transmission has dropped from Substantial to Moderate). The Task Force also made updates to the current Health Screening Questionnaire.

Jennifer Stover noted that the Task Force is recommending that each employee submit a copy of their vaccine card in order to better contact trace. If an employee does not wish to submit a copy of their vaccine card, s/he will be considered unvaccinated and will need to wear a mask indoors, in unable to keep 6' of separation.

Jennifer Stover noted that the Task Force is following CDC guidance, that families with unvaccinated members, who cannot maintain 6' of separation from others, wear masks. It would be safer to have people trick or treat within smaller neighborhood, than within the Village, which can see thousands of people on Halloween.

Selectman Brew noted the following motions that he would be prepared to make:

A - I move that we accept the COVID-19 Taskforce's recommendation to use the CDC County Tracker as guidance for mask requirements for Town buildings and public interaction. Specifically, when the Covid-19 transmission levels are Red (or High) or Peach (or Substantial), that everyone be required to wear a mask within Town buildings when one is unable to maintain 6 feet of social distance.

When the Covid-19 transmission levels are Yellow (or moderate) or Blue (or Low), unvaccinated people be required to wear a mask within Town buildings when one is unable to maintain 6 feet of social distance.

B- I move to accept the updates made to the Health Screening Questionnaire to keep up with current CDC guidance.

C - I move to accept the COVID-19 Taskforce's reporting protocols for Town Employees. These reporting events include exposure to Covid-19, experiencing symptoms associated with Covid-19 or as a result of a positive Covid-19 test.

D- I move to accept the COVID-19 Taskforce's recommendation to request COVID-19 vaccination cards from all Town employees. Employees who chose not to share their vaccination cards / status will follow the procedures for unvaccinated employees.

E – Halloween: I move that the BOS recommend that those considering participating in Halloween Trick or Treating in Amherst, either as a trick or treater or as a homeowner, do their due diligence and participate based on their own comfort level. The CDC provides guidance for outdoor activities.

Selectman Grella stated that he believes the Task Force's recommendations seem adequate. He noted that the Board is responsible for all Town buildings and that it makes sense to wear masks indoors if one cannot socially distance. He stated that he believes Halloween should be each family's choice.

Selectman D'Angelo stated that he has a problem with using the Hillsborough County data, as it includes much larger cities such as Manchester and Nashua. He asked if there was a more accurate way to measure the transmission levels in Amherst. He is uncomfortable with asking employees for their vaccination cards and noted that it may be a HIPPA violation. He is unclear as to why this protocol is necessary, as it does not do the vaccinated any good. He noted that he believes making recommendations on Halloween is outside of the Task Force's purview. This is a parental/family decision.

Selectman Pray asked how the Town will require people to wear masks indoors, instead of just recommending they be worn. Jennifer Stover stated that it will be asked of people as they walk in the door of Town buildings. Jennifer Stover noted that some employees feel more comfortable with the proposed language for this recommendation. Danielle Pray noted that there won't be a police presence regulating this requirement, and so it is much the same request as it was before.

In response to a question from Selectman Pray, Jennifer Stover stated that the health screening questionnaire has been in place since last November. Employees can do it at work or from home and there are temperature takers placed around the building.

Selectman Pray noted that she has concerns regarding the vaccination card recommendation, as she does not want to promote an “us versus them” mentality. She does not believe this recommendation would be a benefit to anyone. Jennifer Stover noted that some employees wear a mask, regardless of their vaccination status. There is no way to know why someone is wearing a mask and it does not identify anyone one way or the other. Selectman Pray stated that she has concerns with it as a privacy issue.

Selectman Pray noted that she believes Halloween decisions should be left up to parents and that this is a community event held outdoors, which is the safest option.

Chairman Lyon stated that he would encourage families participating in Halloween to do so in their own neighborhoods but would also leave it up to them to use their best judgement. He noted that requesting vaccination cards from employees makes him uncomfortable. Jennifer Stover noted that Primex told her the Town could request these from employees back in May. Other towns and schools are doing so.

In response to a question from Selectman Brew, Jennifer Stover stated that the request for vaccination cards came from Department Heads trying to best decide on work assignments for their employees.

Craig Fraley stated that the Recreation Department will be holding Doors on the Green again this year. The event will be held from 1-4pm and there will be sign-ups for ½ hour slots, in order to better determine how much candy is needed.

Tom Quinn stated that he sees a problem with using the Hillsborough Country tracking data for the Town. Jennifer Stover stated that it has been a challenge to find data for Amherst specifically. She noted that the schools only track data for the children.

Linda Kaiser stated that she has an issue with no other fact pattern being presented to the Board. She believes there are other competent people in Town with a medical background who should be consulted over the Task Force.

Kelly Mullin stated that DHHS shows only 25 active cases in Amherst, with 3 new cases in the last 7 days. However, the Hillsborough County data shows 269 active cases in Manchester, 189 in Nashua, and 79 in Pelham. She is concerned with using data that is so far off the Town’s count.

Tim Kachmar noted that the CDC is recommending that PCR tests not be used after the end of December.

In response to a question from Selectman Brew, Selectman D’Angelo stated that he is okay with requesting people to wear masks in Town buildings, but not with requiring them to do so. Selectman Pray stated that her main issue comes from the request for vaccination card status.

Chairman Lyon noted that the Board can always revisit this issue if a more local data tracker is found for Amherst specifically.

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo that we accept the COVID-19 Taskforce's recommendation to use the CDC County Tracker as guidance for mask requirements for Town buildings and public interaction. Specifically, when the Covid-19 transmission levels are Red (or High) or Peach (or Substantial), that everyone be required to wear a mask within Town buildings when one is unable to maintain 6 feet of social distance. When the Covid-19 transmission levels are Yellow (or moderate) or Blue (or Low), unvaccinated people be required to wear a mask within Town buildings when one is unable to maintain 6 feet of social distance.
Voting: 4-1-0 (J. D'Angelo. against); motion carried.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella that the Board recommend that those considering participating in Halloween Trick or Treating in Amherst, either as a trick or treater or as a homeowner, do their due diligence and participate based on their own comfort level. The CDC provides guidance for outdoor activities.
Voting: 5-0-0; motion carried unanimously.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to accept the updates made to the Health Screening Questionnaire to keep up with current CDC guidance.
Voting: 5-0-0; motion carried unanimously.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to accept the COVID-19 Taskforce's reporting protocols for Town Employees.
Voting: 5-0-0; motion carried unanimously.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to accept the COVID-19 Taskforce's recommendation to request COVID-19 vaccination cards from all Town employees. Employees who chose not to share their vaccination cards / status will follow the procedures for unvaccinated employees.

Discussion:

In response to a question from Selectman Brew, Selectman D'Angelo explained that he is against this motion because he believes it will put peer pressure on employees to submit vaccination cards and will carry the consequence of wearing a mask if one does not submit it. Selectman Pray stated that she is okay with requesting vaccination cards from employees but does not believe there should be an associated penalty for choosing not to submit one. She does not understand how this would be practical and who would police it. Chairman Lyon stated that he is against the motion because it makes him uncomfortable to create this separation.

Voting: 1-4-0; motion failed (D. Brew in favor).

It was discussed that the Task Force can take what it has heard from the Board and public and come back with a variant of this recommendation if it chooses.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to set Halloween Trick or Treating in Amherst from 6pm-8pm on October 31, 2021.

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

4. Public Hearing

4.1 Pursuant to RSA 41:14-b, the Amherst Board of Selectmen shall hereby give notice and announce the convening of a public hearing for the following proposed ordinance for the purpose of regulating traffic (NH RSA 31:39, 41:11, and 47:17): TRAFFIC SIGNS

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to enter into the Public Hearing, per RSA 41:14-b.

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

There were no public comments.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to exit the Public Hearing.

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

5. Scheduled Appointments

5.1. Revaluation Update - Mike Tarello and Steve Whalen of Vision Government Solutions

Steve Whalen and Mike Tarello, of Vision Government Solutions, remotely joined the Board. Mike Tarello explained that the hearing process for completed in mid-September. There were approximately 300 hearings, out of 5,229 taxable properties in Town. This equates to a 5.7% turnout, with 5-6% being normal. All hearings were worked out to addressed issues and concerns of taxpayers. Final values were sent to the assessor on September 24, 2021 and a second notice for final hearings went out today. A final appraisal document will be available in approximately one month.

6. Strategic Plan Presentations FY23: Bicycle/Pedestrian Committee, Recreation, Library and Fire Rescue

6.1 BPAC FY23 Strategic Plan

Chris Buchanan, Chair of the Bicycle & Pedestrian Advisory Committee (BPAC) presented his group's Strategic Plan. He explained that the BPAC has been working on the construction of the Amherst Street sidepath, and that the voters approved the creation and funding of a Multimodal Infrastructure Capital Reserve Fund (CRF) at Town Meeting. The Town has also applied to several grants in order to offset costs for multimodal infrastructure. He noted that the Master Plan survey indicated very strong support for multimodal infrastructure in Town. The Committee continues to advocate for seizing opportunities which offer cost efficiencies, appealing to external funding sources, and maximizing the impact of funding. The Committee is currently seeking to advance three major projects to pursue this strategy.

Chris Buchanan stated that, for FY 2023, the BPAC plans to work with the Planning Board to modernize Town road standards and implement a Complete Streets Policy consistent with the Multimodal Master Plan. The group will also continue to apply for infrastructure grants and advance their already established projects. He noted that, realistically, the only way to form a town-wide network of safe multimodal infrastructure requires decades of gradual improvements with advantageous opportunities, principally through already scheduled road construction.

Chris Buchanan stated that the Committee continues to pursue easement donations as a low-cost method of forming contiguous multimodal trail routes throughout Town. The Amherst Street sidepath may be able to be extended by 0.7 miles from Courthouse Road to Birch Park with a paved shoulder restriping scheme with NH DOTs consent. The Committee also continues to support the concept of large-scale regional projects such as the Souhegan Valley Rail Trail and the Baboosic Greenway. The Committee's current major projects include the School Campus Sidepath project, the Village Multimodal Improvement project, and the Baboosic Greenway project.

In response to a question from Chairman Lyon, Chris Buchanan explained that the strategy to pursue an additional \$75,000 Warrant Article for the CRF has not changed. This could change if a grant is awarded to the Town. Chris Buchanan noted that the Committee is hoping to raise funds for the engineering and design of other projects before deciding how to potentially raise additional funds.

In response to a question from Selectman Brew, Chris Buchanan stated that the multimodal work approved for Old Manchester Road has not yet been completed because a public meeting with local residents first needs to be held. Chris Buchanan stated that the Amherst Street sidepath project is slated to have construction completed by the end of October.

In response to a question from Selectman Grella, Chris Buchanan explained that the area between Walnut Hill and Birch Park consists of nine parcels – two of which are owned by the Town, one of which the Town holds an easement on, and six of which are privately owned.

In response to a question from Lisa Eastland, Chris Buchanan stated that the plan is to raise \$75,000 each year for three years in order to complete the School Campus sidepath project; less will be needed if a grant is awarded. The budget forecasts are the Committee's best guesses, but these numbers will become more solidified once engineering and design work is completed for each project.

Mike Patterson asked about working with the schools on split funding for the School Campus sidepath project. Chris Buchanan noted that this sidepath is projected to be entirely within the Town's right of way, except for a small branch that will go from the tennis courts at the Amherst Middle School to Boston Post Road. Chris Buchanan stated that the Committee will continue to work with the schools and pursue any possible cost savings possible.

6.2 Amherst Parks & Recreation FY23 Strategic Plan

Craig Fraley presented his Department's Strategic Plan. He explained that the Department's FY 2023 goals include developing and managing Park & Recreation facilities available to all

citizens, diversifying program offerings to serve citizens of all ages, and updating seasonal staff hiring practices to allow for increased recruitment hiring and training. He noted that the acres of land maintained by the Recreation Department continues to increase, with 65 acres being maintained as of FY21.

Craig Fraley reviewed the Department's FY22 initiatives. He explained that Phase 1 of development of the Buck Meadow Conservation and Recreation Area for usable fields and indoor space is completed. Phase 2 will look to reconfigure the existing parking lot and install fencing to put a barrier between the parking area and the Buck Meadow Condo Association. The Department will also fix rot and paint the exteriors of the Buck Meadow clubhouse. It will install new carpeting, windows and update the bathrooms on the main level of the clubhouse. Finally, it will fundraise for grooming equipment for Nordic skiing/snowshoeing. Phase 3 will take place in FY24 and will include adding additional parking on the north end of the clubhouse, grading, and installing three rectangular playing fields, installing a playground, and installing a gravel road for emergency access. Craig Fraley stated that the funding sources for this initiative include the Land Water Conservation Grant, Capital Reserve funding, usage fees, and local grants/fundraising.

Initiative 2 deals with resurfacing the AMS courts to allow for basketball use and to create a shaded picnic area by the courts to allow space for outdoor classrooms and team meeting spaces. Initiative 3 deals with updating the seasonal staff wage scale to attract more applicants and compete with current job trends. Craig Fraley explained that there has been no update to the seasonal staff wage scale since 2017 and starting positions are \$8/hour. This is not competitive with similar positions in the area. All positions on the seasonal wage scale are paid for out of the -02 revolving fund. Craig Fraley noted that initiative number 4 has been tabled, but he still believes it is important. This involves building an indoor facility to act as a Community Center for Amherst residents of all ages.

In response to a question from Selectman Pray, Craig Fraley stated that construction on the Buck Meadow playing fields will begin in 2025, once grants have been received. The playing fields are currently being used as practice fields.

The Board discussed the seasonal wage scale update request.

Selectman Grella noted that the basketball program is to be cut in half this year due to availability of space to play. Selectman D'Angelo suggested looking into vacant commercial space in Town to rent.

In response to a question from Jim Kuhnert, Craig Fraley explained that there are two funding sources for the Recreation Department – taxes and user fees. Approximately 40% of the Department's revenue is through taxes, and the other 60% is through user fees.

In response to a question from Mike Patterson, Craig Fraley stated that the proposed fence at Buck Meadow is a split rail fence, approximately 700' long. There is currently no delineation between the parking lot and the condo association. He believes that the cost of this will likely be borne by the Town and not the condo association.

In response to a question from Mike Patterson, Craig Fraley stated that the Department normally has 46 employees, but this summer only had 38. The Department recruits local high school and college students for these jobs.

6.3 Library FY23 Strategic Plan

Library Director, Amy Lapointe, presented her Department's Strategic Plan. She explained that the Library's goal is connecting people, stories, and ideas. The Library's 2021 priorities include continued training, maintaining access to the building, and a reopening survey to the public. She noted that the Library still has contact-free materials pickup available to the public. She explained that the Library recently decided to be fine free forever, as it has been shown that fines are not an effective way to have Library materials returned on time. The Library also recently began using physical and digital displays of materials. The Library continues to host virtual programming, as well as in-person. The Library has seen the retirement of three of its employees; these positions will now need to be rehired and retrained.

In response to a question from Selectman Grella, Amy Lapointe stated that the Library is working with DPW to slowly change over to LED lighting.

In response to a question from Selectman Pray, Amy Lapointe noted that many libraries are switching to no fines. While this is a slight loss in revenue, fines were trending downward as it was.

6.4 Fire Rescue FY23 Strategic Plan

Fire Chief, Matt Conley, presented his Department's Strategic Plan. He explained that the Amherst Fire Rescue goals include continuously improving the high level of service, creating infrastructure stability, and continuing to meet the changing needs of the community with the protection of life and property. The strategic initiatives for the first goal include maintaining and continuing to grow a strong list of experienced high-quality members and offering training and educational opportunities for these providers. Strategic initiatives for the second goal include maintaining safe and dependable Fire Rescue vehicles through the established Vehicle Replacement Program, continuously measuring the effectiveness of Department resources against the needs of the community, and providing top notch emergency medical care while meeting or exceeding national standards and regulations. Strategic initiatives for goal three include operating the current staffing model with an eye towards the future, responding safely and efficiently to best meet the national standards for response times, increasing the level of compensation, and maintaining the cross-training program. He explained that the rescue/EMS Department has 35 members, two ambulances and one SUV. The Fire Department has 40 members, 25 of which have EMS certification. This Department has 10 vehicles.

Chief Conley explained that EMS membership trends continue to decline for the Department, with 39 members in 2020 reducing to 35 members for 2021. Fire membership trends continue to fluctuate as a result of many influences. Falls are the leading EMS call type, with motor vehicle incidents not far behind. He noted that Amherst has a better response time than the eight-minute national standard, at 7.81 minutes. In terms of the Fire Department, Amherst's average response time is 3 minutes quicker than the 1720 Standard of 14 minutes.

Chief Conley explained that the goals for FY22 include exploring self-funding solutions for protection shortages and exploring federal grant opportunities for staffing. He noted that cross use of personnel that are certified in both Fire and Rescue disciplines allow the Department to meet NFPA response standards for rural zones. In the Department 25 fire service members are cross trained and 24 rescue members are cross trained. Another goal for the Department is increasing the level of compensation to retain quality employees. The Department also looks to maintain and replace capital assets, through replacing aging apparatuses. A fourth goal includes maintaining educational and community outreach programs such as Fire Explorers, which is an early introduction to the field of Fire/EMS from age 14. The Department will also continue working through COVID-19 by continuing to develop creative uses of technology and providing PSAS through the website. COVID-19 is affecting emergency services through call volume fluctuations and response delays.

In response to a question from Selectman D'Angelo, Chief Conley stated that the Department has a need for staffing from 6am – 6pm Monday – Friday. This could reflect a part-time wage increase of approximately \$60,000.

Selectman Pray noted that recruitment seems to be an annual issue for the Department and suggested looking at other ways of recruiting.

Selectman Brew requested information regarding evaluating the cost of the Department's mutual aid calls to other nearby towns, in response to the need for funds for additional staffing. Chairman Lyon added that the Board would like to see information regarding enhanced recruitment effort strategies.

7. Administration

7.1 Administrative Updates

Town Administrator Shankle requested that the Board look into economic development plans from the towns of Bristol, Bow, and Somersville. These towns are smaller than Amherst and have been successful in their plans.

8. Staff Reports

8.1 COVID-19 Taskforce Update and Recommendation – this was previous addressed

8.2 Updating Director of Public Works Job Description

Jennifer Stover explained that, with the assistance of Eric Hahn, current DPW Director, the job description for this position has been updated with current needs and practices.

The Board agreed with the update.

8.3 Modify Seasonal Pay Scale to include DPW in grade S12

It was noted that this pay scale has not been updated since 2017.

The Board discussed the pay scale with Eric Hahn. Eric Hahn requested that the pay scale be modified to include S12, or that the Board give permission for him to carry on with the pay scale as he has been previously.

Selectman Brew suggested that the DPW come up with an FY21 seasonal pay scale, and that the Recreation Department also come up with a seasonal pay scale within the next month. These two scales could eventually be integrated.

8.4 Hiring of a Call Firefighter

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella that the Board of Selectmen approve the hiring of Alex Bonenfant as a call firefighter at the recommendation of Chief Conley, at \$10/hour.
Voting: 5-0-0; motion carried unanimously.

9. Approvals

9.1 Police Station Renovation CRF Withdrawal Request

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to authorize a withdrawal from the Police Station Renovation CRF of up to \$48,629.
Voting: 5-0-0; motion carried unanimously.

9.2 Assessing

A. All Service Veterans' Tax Credit

The attached All Service Veterans' Tax Credit Application provided and the applicant qualifies for the Tax Credit under RSA 72:28-b for the 2022 tax year.

A MOTION was made by Selectman Brew and SECONDED by Selectman Pray to approve the All-Service Veterans' Tax Credit for tax year 2022 in the amount of \$500 for Map 004, Lot 047-001-020.
Voting: 5-0-0; motion carried unanimously.

B. Timber Tax Levy & Certification

The Department of Revenue provides the stumpage values that are used to calculate the tax.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve and sign the Timber Tax Levy and Certification of Yield Tax in the amount of \$513.24 for Map 002, Lot 170-037.
Voting: 5-0-0; motion carried unanimously.

C. Timber Tax Levy & Certification

The Department of Revenue provides the stumpage values that are used to calculate the tax.

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to approve and sign the Timber Tax Levy and Certification of Yield Tax in the amount of \$1,459.37 for Map and Lots 010-033-000, 010-033-001, and 010-033-002.
Voting: 5-0-0; motion carried unanimously.

D. Timber Tax Levy & Certification

The Department of Revenue provides the stumpage values that are used to calculate the tax.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve and sign the Timber Tax Levy and Certification of Yield Tax in the amount of \$402.18 for Map 003, Lot 085-000.

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

E. MS-1 Report

The 2021 MS-1 form is attached for the Board to review and sign. The assessor has reviewed and approved the 2021 MS-1 Summary of Valuation.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve and sign the Department of Revenue MS-1 Summary of Valuation for 2021.

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

8.3 Payroll and Minutes

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to approve one (1) FY21 Payroll Manifest in the amount of \$232,822.29 dated September 9, 2021, 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 \$231,046.97 dated September 23, 2021, 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 September 1, 2021, as presented.

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 September 13, 2021, as amended.

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

10. Action Items

The Board reviewed its action items.

11. Old/New Business

Selectman Brew noted that there will be a Master Plan Steering Committee meeting tomorrow night. The Master Plan update website continues to be populated with associated documents.

Selectman D'Angelo stated that there will be an SAU39 Joint Facilities Advisory Committee meeting on Thursday at 6pm.

12. Non-Public Session: pursuant to RSA 91-A:3 II (c) to discuss matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself.

552 A MOTION was made by Selectman Brew and SECONDED by Selectman Pray to enter into
553 Non-Public Session, pursuant to RSA 91-A:3 II (c) at 10:45pm.
554 Roll Call: Pray – aye; Brew – aye; D’Angelo – aye; Grella – aye; and Lyon – aye.
555 5-0-0; motion carried unanimously.

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557 A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Pray to exit
558 Non-Public Session at 11:22pm.
559 Roll Call: Pray – aye; Brew – aye; D’Angelo – aye; Grella – aye; and Lyon – aye.
560 5-0-0; motion carried unanimously.

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562 No actions were taken, no motions were made during Non-Public Session.

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564 A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Grella to
565 adjourn the meeting at 11:22pm.
566 Voting: 5-0-0; motion carried unanimously.

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568 **NEXT MEETING: Tuesday, October 12, 2021**

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Selectman Danielle Pray	Date