



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, July 13, 2020 7:00PM

1 **1. Call to Order**

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

3
4 Attendees by Zoom conference call: Chairman Peter Lyon, Selectman Dwight Brew,
5 Selectman Reed Panasiti, and Selectman Tom Grella.

6 Also, present: Town Administrator Dean Shankle, Minute taker Kristan Patenaude.

7
8 Other attendees and the public accessed the meeting via Zoom.

9
10 Chairman Lyon explained that, pursuant to the State of Emergency declared by the
11 Governor as a result of the COVID19 pandemic and in accordance with his Emergency
12 Order #12, this meeting is authorized to take place electronically. There is no physical
13 location to observe and listen to this meeting. However, in accordance with the
14 Emergency Order, we are:
15 Utilizing Zoom teleconferencing for this meeting. All members of the Board have the
16 ability to communicate during the meeting through this platform and the public has access
17 to contemporaneously listen and if necessary participate in the meeting by dialing +1 646
18 558 8656 and using a webinar ID of 844-8933-1066 or by using the link contained in the
19 agenda posted at amherstnh.gov.

20
21 Notice of the meeting and means to access it were previously posted in accordance with
22 law. Members of the public that have phoned into the meeting can raise their hand by
23 pressing the *9 on their phone, in order to make it known that they would like to speak to
24 the Board. If anyone has a problem accessing the meeting, please call 603-440-8248 for
25 assistance. In the event the public is unable to access the meeting, the meeting will be
26 adjourned and rescheduled.

27
28 All votes will be taken by roll call and for ease, in alphabetical order.

29
30 This meeting will begin with a joint public hearing with the Amherst Conservation
31 Commission (ACC) regarding the proposed acceptance of a land easement. The previous
32 statement applies to the public hearing as well.

33
34 Lastly, the meeting is being recorded and will be replayed on ACATV.

35
36 The Board started by taking a roll call vote and stating if they were alone.

37

Roll call vote: Selectman Brew – present; Selectman Grella – present; Selectman Panasiti – present; Chairman Lyon – present. All noted themselves as being alone.

2. ACC, BOS PUBLIC HEARING

The Amherst Board of Selectmen, per NH RSA 31:95-e, II, hereby announces to the citizens of Amherst the convening of a Public Hearing to take input on the acceptance of an easement located at Lot 6-88/14 Pavilion Road, Amherst, NH.

Map & Lot: 06/088/000

Owner of Record: GLEASON TRUSTEE JOHN L.

Jared Hardner, Vice Chair of the ACC, opened the ACC meeting with roll call attendance at 6:35pm:

Vick Bennison, Rob Clemens, Mike Cohen, Jared Hardner, Rich Hart, Frank Montesanto, and Bill Stoughton – all present and noted as being alone.

Jared Hardner explained that the proposal is for the gift of a conservation easement to the Town of Amherst. Jack Gleason, former ACC Commissioner, passed away in August 2018. Before he passed, Jack Gleason had expressed interest to Rob Clemens to conserve land around Weston Pond (aka Little Baboosic Lake), in order to protect the water quality and wildlife habitat there. As part of that goal, he discussed gifting Lot 6-88, approximately 6 acres, to the Town as a conservation easement. The ACC is recommending that the Board of Selectmen accept this gift.

Jared Hardner explained that the lot is surrounded by a mosaic of conservation land and these work together as a composite to maintain certain conservation functions, such as hydrology and water quality. The continuity of conservation lands is important, but it is also better to have more conservation lands in order to maintain their functions. He showed the state-wide and regional prioritization maps that display the importance of the land and surrounding areas.

Jared Harder explained that the easement agreement shows that the land ownership will be retained by the grantor. The town will be allowed passive recreation rights, with approval by the grantor. There is no cost to the town to receive or manage the easement. This will be a meaningful contribution to conserve the Town's landscape.

A MOTION was made by Frank Montesanto and SECONDED by Rich Hart to open the public hearing.

Vick Bennison – aye; Rob Clemens – aye; Mike Cohen – aye; Jared Hardner – aye; Rich Hart – aye; Frank Montesanto – aye; motion carried unanimously.

In response to a question from Rich Hart, Jared Hardner explained that the grantor is responsible for all maintenance of the property.

There was no other public comment.

The ACC voted to support the acceptance of the proposed easement, and to pass along the recommendation to the Board of Selectmen for final decision.

85 *Vick Bennison – aye; Rob Clemens – aye; Mike Cohen – aye; Jared Hardner – aye; Rich*
86 *Hart – aye; Frank Montesanto – aye; motion carried unanimously.*

87
88 *A MOTION was made by Vick Bennison and SECONDED by Frank Montesanto to close*
89 *the public hearing at 6:45pm.*

90 *Vick Bennison – aye; Rob Clemens – aye; Mike Cohen – aye; Jared Hardner – aye; Rich*
91 *Hart – aye; Frank Montesanto – aye; motion carried unanimously.*

92
93 Selectman Brew stated that this is a very nice gift on behalf of the Gleason family. He
94 agreed that the Board should accept the easement.

95
96 Chairman Lyon explained that Selectman D'Angelo is without internet access at this time
97 and will join the meeting when he is able.

98
99 Selectman Grella stated that this is a wonderful gesture by a wonderful man. The Town is
100 very grateful.

101
102 Selectman Panasiti stated that he believes the easement gift is a wonderful idea.

103
104 In response to a question from Selectman Panasiti, Jared Hardner stated that there is
105 potential access to Little Baboosic Lake via the nearby Morgan Lot, which is also
106 conservation land. The area does not receive much visitation. Rob Clemens added that
107 there is no public boat launch for the lake, but there is a place to launch kayaks.

108
109 Chairman Lyon stated that this is a generous gift from the Gleason family and the Town
110 is very thankful.

111
112 *A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti, to, on*
113 *behalf of the Town of Amherst, accept the conservation easement at 14 Pavilion Road as*
114 *described in the easement deed enclosed from the John L. Gleason Revocable Trust and*
115 *to authorize the Town Administrator to sign all related documents.*

116 *By roll call vote: Selectman Brew – aye; Selectman Grella – aye; Selectman Panasiti –*
117 *aye; Chairman Lyon – aye. 4-0-0; motion carried unanimously.*

118 119 **3. Citizen's Forum**

120 Stephanie Wales joined the meeting. She explained that she has recently been dealing
121 with an excessive amount of noise at her home, primarily due to fireworks. She has
122 written a couple of letters to the Board on this subject. She believes there is a general
123 concern from many of her neighbors regarding this noise. She would like the Board to
124 discuss how noise violations can be enforced. She explained that, in speaking to Police
125 Chief Reams, there was discussion that this could be considered disorderly conduct, but
126 she would like a less ambiguous interpretation of this, if there is a certain intensity and
127 frequency of the noise. As a taxpayer and citizen of the Town, she feels that she has very
128 limited options to improve the situation and she is frustrated. She believes she has enough
129 information at this time to apply for a tax abatement and prove that this is a serious
130 enough problem to be granted one. She would also like for there to be some clarity in

131 regard to the chain of communication when complaints are made to the dispatch center,
132 as she and her neighbors have been told different things when calling in complaints.
133

134 Chairman Lyon acknowledged that the Board has recently received about a half dozen
135 emails regarding this issue. He suggested that the he discuss this with Town
136 Administrator Shankle and Police Chief Reams, and then the Board discuss it further at a
137 future public meeting.
138

139 Stephanie Wales stated that she would also like to discuss what constitutes a complaint.
140 She believes that some of the complaints being made were not recorded because the noise
141 issue was not happening at the time the complaint was placed. She doesn't want
142 semantics to get in the way of the number of complaints being made on this issue.
143

144 Chairman Lyon stated that he has the utmost respect and faith that Police Chief Reams
145 will find a way to deal with this issue. The Board will have another public discussion of
146 this item at its next meeting.
147

148 **4. Appointments**

149 **4.1 Master Plan Steering Committee BOS Representative**

150 Selectman Brew explained that the Planning Board is beginning to start the Master Plan
151 update. In order to move the process along, the Planning Board has asked him to lead the
152 Steering Committee for now, in order to appoint new members. He is working to identify
153 how to fill out the Committee with a broad section of the community. He requested that
154 the Board of Selectmen nominate him as the Board of Selectmen representative to the
155 Committee.
156

157 The Board agreed with Selectman Brew as the representative to the Steering Committee.
158

159 In response to a question from Selectman Panasiti, Selectman Brew stated that there will
160 be 9-10 members on the Committee. This includes: one rep from the Board of Selectman,
161 two reps from the Planning Board, one rep from the Schools, one rep from the ACC,
162 possible reps from the Historic District Commission and/or Heritage Commission, and
163 three public members.
164

165 Selectman Brew explained that there could additionally be 3-5 Chairs from the varying
166 subcommittees also attending Steering Committee meetings.
167

168 The Board discussed the possibility of having a rep from the Zoning Board of
169 Adjustment as well.
170

171 Chairman Lyon stated that the Planning Board sets the Steering Committee. He
172 recommended that Selectman Brew take the Board of Selectmen's comments back to the
173 Planning Board for review.
174

175
176 **4.2 Capital Improvements Plan Committee members – *this item was moved to***
177 ***later in the meeting***

178
179 **5. Administration**

180 **5.1 Administrator's Report**

181 Town Administrator Shankle explained that the Governor has given authorization to
182 the Board of Selectmen to help towns with their tax situations via Executive Order
183 #58. The Board does not need to do anything with this tonight, as the town is still
184 putting together the revenue numbers.

185
186 Town Administrator Shankle explained that, when look at the tax due date plus nine
187 days, last year at this time 94.68% of taxes had been received, in comparison to
188 92.16% this year.

189
190 *Selectman John D'Angelo joined the meeting via phone.*

191
192 Town Administrator Shankle explained that he would like to look at a new software
193 module to create meeting agendas. The new module will require all department heads
194 to send in their information for the meeting on a form. This information will then all
195 be stored in the cloud. The module comes with a portal that will allow the public to
196 access all of the backup information that the Board can see. This is good for
197 transparency to the public. Each Selectmen will also get his own copy of the agenda
198 packet through this module, allowing each to take notes directly on the electronic
199 copy.

200
201 In response to a question from Selectman Brew, Town Administrator Shankle stated
202 that the new module will still allow for the packets to be output as pdfs. This is
203 through a sole-source vendor and will cost about \$3,000/year, with an additional
204 \$1,500 for the first year.

205
206 In response to a question from Selectman D'Angelo, Town Administrator Shankle
207 explained that the benefits are that it will be easier for administration to keep all of the
208 documents for an upcoming meeting in one place. If a submitted document is
209 approved, it will become part of the packet. From a public perspective, this module
210 will be easier for the public to access all of the backup information that the Board
211 usually receives. This module can be used for up to seven boards/commissions.

212
213 In response to a question from Selectman Grella, Town Administrator Shankle stated
214 that he is unaware if other towns in New Hampshire use this module, but it isn't a new
215 product.

216
217 The Board agreed that Town Administrator Shankle can pursue the new module to
218 give it a try.

219
220 Town Administrator Shankle explained that the Transfer Station, starting on Tuesday,
221 July 14, 2020, and again on Thursday, July 16, 2020, and then every Tuesday and
222 Thursday after, will reserve from 12pm-1pm for seniors and other who require the use
223 of masks. During these hours, masks will be required at the Transfer Station and firm
224 social distancing will be enforced. This idea came from complaints that visitors to the

Transfer Station noticed people not wearing masks and areas being crowded. DPW Director, Eric Hahn, proposed this idea that will help alleviate these issues during these times.

4.2 Capital Improvements Plan Committee Members – *the Board retook this item at this time*

Chairman Lyon explained that the Board considers appointing people to the CIP Committee annually. The Board reviewed a list of the existing members, and a letter of interest from prospective member, Julie Patterson.

Selectman D'Angelo explained that the Board of Selectmen doesn't usually appoint school board members to separately elected boards. He believes that the Planning Board usually appoints these members, but that the Board of Selectmen can, if needed.

Selectman D'Angelo noted that he is in favor of Julie Patterson's nomination.

Selectman Brew stated that he was unclear if either the Planning Board or Board of Selectmen can make the appointments, but he thought that both boards would approve this proposed membership. He thanked all of the CIP Committee members for their time.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to appoint the following people to the CIP Committee: John D'Angelo – Board of Selectmen rep, Steve Coughlan – Souhegan School Board rep, Danielle Pray – Town's Ways & Means rep, Brian Coogan – Planning Board rep, Michele Croteau – SAU rep, Terri Behm – Amherst School Board rep, Elizabeth Kuzsma – Amherst School Board rep, and Julie Patterson – Citizen Member.

Town Administrator Shankle noted that, per RSA 674:5, either the Planning Board or an alternate governing body can recommend CIP Committee members.

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

5.2 Police Station Renovation Bid – APD

Police Chief Mark Reams, and architect Kreg Jones, joined the meeting.

Town Administrator Shankle explained that this project had been rebid, as the original bids were all high. The renovation project was rebid, and more bids were received. After this second round of bidding, the low bidder from the original bid was still the lowest, qualified bidder. This company, Martini Northern LLC, presented a base bid of \$685,180, and two alternate bids (for a third floor), for a total of \$799,574, with those included. The Town currently has just over \$600,000 to fund this project.

Chief Reams explained that the scope of the project was reduced to a level that feels reasonable. This reduced the costs by a significant amount. The Police Station Renovation Committee has reviewed the bids and recommends moving forward with the

project in its entirety. This will keep continuity of the project and reduce any additional costs. Some of the increased costs seen come from supply chain problems, due to COVID-19.

Chairman Lyon noted that \$600,000 was raised and appropriated for this project. If the Board decides to go forward with the full project, as bid, it will cost approximately \$275,000 more. He believes there are three options: 1) to complete some part of the project for \$600,000; 2) to complete more/all of the project with the \$600,000 and to work to identify existing budget funds to cover the rest; 3) wait for a year and look to raise the full amount of money for the project through another Capital Reserve Fund warrant article. The downside to the last option is that the project will then need to be rebid, and associated costs may rise again.

Selectman Panasiti stated that he is concerned about the additional amount of money needed to complete the project. He explained that, three years ago, this project may have cost \$600,000, but due to inflation and supply chain issues, the price has risen. He believes the Committee has done a great job asking for rebids and trying to lower costs. He thinks it is likely that the citizens will need to eventually be asked to fund the additional \$200-250,000, but the longer the project is delayed, the more expensive it will be.

Selectman Brew stated that he believes the best option is to try to identify other places in the budget that the additionally needed funds could be allocated from. If the project is only completed up to a certain point, the delays will lead to additional costs overall. It will not be easy to identify where the extra funds will come from, especially if they're not taken from the roads budget – which he would like to avoid. He believes there is an issue if road funds are used, because an agreement was made with the voters that their taxes would be raised this year, but that this would go towards the roads in town.

Selectman D'Angelo stated that he is not a fan of waiting until next year to raise more money for the project, because the total amount of increase can't be known, and the building will continue to get older. He is inclined to try to find the extra money in the budget. He stated that the Town often has employment vacancies or employees out on disability throughout the year, and that some of this money might be able to be earmarked for the renovation project. He agrees that the money shouldn't be taken from the roads budget.

In response to a question from Selectman Grella, Chief Reams stated that there is not federal funding available for this type of facility structure renovation. It is believed the renovation will take approximately 17-20 weeks.

Kreg Jones explained that, if the project is kept to the \$600,000 limit, Martini Northern LLC will come up with valued engineering options. The Town should keep in mind that money will need to be set aside for contingencies and possible unforeseen circumstances. While the project will still be value engineered, he is unsure if \$600,000 will be enough to get the base project completed.

Chairman Lyon stated that it seems as though the base project can be done for approximately \$685,000, plus contingencies, add-ons, etc. It's possible to start on the project knowing that the base can be completed, and then look towards the end of the fiscal year to see if the additional money to complete the rest of the renovation (approximately \$114,000) can be found.

Kreg Jones stated that Martini Northern LLC is planning to do the base project, then move on to the first add-on, and then to the second add-on, if possible. If the add-ons cannot be completed due to funding, the company will still have completed its contract with the base project.

Selectman Grella explained that 20 weeks to complete the project takes the Town almost to the next town meeting. He suggested that the base project move forward, with more work to be done if additional funds are identified, or the additional funds can be requested from the voters in March.

Selectman Panasiti stated that he would like to see the project move forward sooner rather than later. He suggested that the project move in the direction outlined, and that the town can work to identify the additional funds needed internally, or through town vote.

Chairman Lyon suggested that the Board discuss this further at its next meeting. In the meantime, he'll work with Town Administrator Shankle and Police Chief Reams to solidify a plan. The group will also work to identify some savings areas. The Board can then discuss committing to the project in full or completing the base work with a possible later commitment for the rest.

In response to a question from Selectman Panasiti, Kreg Jones stated that delaying the conversation for two weeks should not cause an issue with Martini Northern LLC.

In response to a question from Selectman Brew, Chairman Lyon confirmed that, even if the town only pursues the base bid, the funding is still significantly short by about \$100,000.

In response to a question from Selectman D'Angelo, Chairman Lyon stated that he would be more comfortable waiting for two weeks to further this discussion with an examination of budget numbers.

In response to a question from Selectman Panasiti, Chairman Lyon stated that the Board will work to implement what the Police Station Renovation Committee has recommended.

5.3 Highway Safety Committee Recommendation – Stop Signs

Chief Reams explained that the Highway Safety Committee received a complaint from residents in the Douglas Drive area regarding an unsafe intersection. The area was recently repaved, which can sometimes cause for higher speeds along the roadway. The intersection is properly marked but does not have a stop sign. Other similar roadway

structures in town do have stop signs. There have been reported near misses with traffic going into the roadway without any pause at this location.

Chief Reams explained that there is a similar issue at the intersection of Town Crier Road and Cricket Hill Road. This area has a steep downgrade with no stop sign. He explained that DPW Director, Eric Hahn has also noted these issues.

Chief Reams recommended that the Board schedule the two necessary public hearing to create one ordinance for five stop signs (four at the Douglas Drive/Hickory Drive intersection, and one at the Town Crier Road/Cricket Hill Road intersection).

In response to a question from Selectman Panasiti, Chief Reams stated that a blinking yellow light would be a bit too drastic in terms of the traffic control needed in these areas.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman Brew to move forward with scheduling two public hearings, as required by law, for this item. By roll call vote: Selectman Brew – aye; Selectman D’Angelo – aye; Selectman Grella – aye; Selectman Panasiti – aye; Chairman Lyon – aye. 5-0-0; motion carried unanimously.

5.4 2021 Employee Holidays

Chairman Lyon explained that this document proposes eleven holidays, consistent with past years. Executive Assistant, Mary Guild, drafted this document for Board review.

Selectman Brew stated that he was okay with the schedule, until coming to Friday, December 31, 2021, because New Year’s Day in 2022 will be on a Saturday; the holiday should thus be observed on Friday, December 31, 2021. He suggested either “stealing” a holiday from 2022, in order to get the Friday off, or look at not taking Columbus Day 2021 as a holiday and instead taking Friday, December 31, 2021 as a holiday.

Town Administrator Shankle stated that there are two issues (payroll and union contracts) that will need to be discussed before this item can be decided.

The Board agreed to have more discussion on this at its next meeting.

5.5 BOS Meeting Calendar – 2021

Executive Assistant, Mary Guild, stated that she would like some guidance on this document, regarding the date for next year’s Deliberative Session.

Selectman Brew suggested that the Board meetings in December also be shifted, to December 6, 2021, and December 20, 2021.

The Board agreed to have more discussion on this at its next meeting.

5.6 Employee Resignation

Chairman Lyon stated that the Town is, unfortunately, losing Mary Guild to a position that will be an advancement in her career, as a Town Administrator. July 24, 2020, will be Mary Guild's last day. He thanked Mary Guild for the five years that she has provided the Town with her commitment and dedication to help all of the town's residents.

Town Administrator Shankle stated that the first thing one needs to find when starting as a new town's Town Administrator is someone with institutional memory. He stated that he is very grateful to Mary Guild for being that person for him when he started with the Town. He would like to publicly thank her for how helpful she's been to him.

Selectman Brew stated that everyone has enjoyed working with Mary Guild and noted her successful effort to make the transition between Town Administrators smooth for the town.

Selectman Panasiti thanked Mary Guild and stated that it has been a pleasure working with her. He believes it's unfortunate that the Town is losing her, but that she will be an asset to the next town she's employed by.

Selectman Grella stated that Mary Guild has done a wonderful job for Amherst and will do a great job in Troy. He stated that the Town was lucky to have her and thanked her for her work.

Selectman D'Angelo also thanked Mary Guild for her work for the last five years. He stated that she made the previous Town Administrator's time easier and helped with Town Administrator Shankle's entry. He wished her the best of luck.

Mary Guild stated that she has enjoyed working with each of the Selectmen and thanked the town for the opportunities she's been given.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to accept, with regret, the resignation of Mary Guild as the Town of Amherst Executive Assistant.

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

6. Staff Reports

6.1 DPW, Survey Bid Award

Town Administrator Shankle stated that DPW Director, Eric Hahn, is prepping some of the Amherst Street roadwork.

Eric Hahn explained that the side path construction is being held off on until next spring. Some planning needs to be done in the meantime, in terms of the street's right of way. For this project, there were four bidders, and he's recommending the Board award the bid to the lowest, qualified bidder, Keach Nordstrom in the amount of \$13,500. This work

will run from Courthouse Road to the Milford Town Line and will allow the town to determine where the actual right of way is.

A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to award the survey and monumentation of Amherst Street, from Courthouse Road to the Milford Town Line, to Keach Nordstrom for \$13,500; Keach Nordstrom was the lowest, qualified bidder.

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

6.2 DPW, Amherst Street Cross Culvert

Eric Hahn explained that there is a longstanding drainage issue at the Miles Road intersection with Amherst Street. This was to be fixed during the Amherst Street construction, but he is requesting to complete this project now before ice buildup forms in the area in the winter. A cross culvert and catch basins will be installed as part of the Continental Paving contract. This item would need to be completed in the spring either way; this is just a way to fix the issue before the winter. This project will stay within the existing footprint of the pavement.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella that DPW execute a portion of the previously approved road reconstruction contract, specific to the drainage on Amherst Street at Miles Road intersection.

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

6.3 DPW, Tree Trimming Contract

Eric Hahn stated that, in March, the Board awarded a Tree Care Contract. At that time, the Board asked the DPW only to utilize the emergency portion of the contract. He requested that the Board release the DPW from that restriction, so that the DPW can schedule routine work with the contractor.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to release the DPW for the Tree Care Contract emergency-only restriction.

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

7. Approvals

7.1 EVERSOURCE Petition & Pole License

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve the EVERSOURCE Petition and Pole License PSNH #12-0839 for placement of two utility poles on Foundry Street.

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

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve the EVERSOURCE Petition and Pole License PSNH #12-0836 for placement of a utility pole on Rocky Hill Road.

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

7.2 Tax Deferrals

A MOTION was made by Selectman Brew and SECONDED by Selectman Panasiti to approve and sign the 2019 Tax Deferrals for:

Map/Lot 002-010-001 in the amount of \$2,444.00

Map/Lot 002-146-027 in the amount of \$4,772.00

Map/Lot 012-024-000 in the amount of \$3,119.00

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

7.3 Payroll

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY20 Payroll Manifest in the amount of \$240,383.46 dated July 2, 2020, subject to review and audit.

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

7.4 Accounts Payable

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to approve one (1) FY20 Accounts Payable Manifest in the amount of \$45,138.78 dated June 19, 2020, subject to review and audit (Town Clerk Transfers to the State of NH).

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

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to approve one (1) FY20 Accounts Payable Manifest in the amount of \$90,416.74 dated June 23, 2020, subject to review and audit.

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

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to approve one (1) FY20 Accounts Payable Manifest in the amount of \$72,025.87 dated June 23, 2020, subject to review and audit.

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

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY20 Accounts Payable Manifest in the amount of \$270,637.97 dated July 7, 2020, subject to review and audit.

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

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY20 Accounts Payable Manifest in the amount of \$3,306.31 dated July 7, 2020, subject to review and audit.

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

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY21 Accounts Payable Manifest in the amount of \$151,413.80 dated July 7, 2020, subject to review and audit.

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

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY21 Accounts Payable Manifest in the amount of \$3,024,202.00 dated July 1, 2020, subject to review and audit.

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

7.5 Previous Meeting Minutes – June 15, 2020, & June 22, 2020

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the Board of Selectmen meeting minutes of June 15, 2020.

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

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the Board of Selectmen meeting minutes of June 22, 2020.

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

8. Action Items

The Board reviewed its action items.

Selectman Panasiti suggested that a letter of thanks be sent to the Gleason family for their generous conservation easement donation. The Board agreed.

9. Old/New Business

Selectman Brew explained that the Planning Board meeting scheduled for last week was adjourned without any action being taken, due to an issue with the town website. The meeting was rescheduled for next week.

Selectman D'Angelo stated that the CIP Committee met last week and heard from the schools. At its next meeting, the Committee will hear from the Police and Fire Departments.

Selectman Grella stated that he will attend a Historic District Commission meeting via Zoom later this week. The group will be reviewing three applications.

Chairman Lyon addressed some issues from the Transfer Station staff. He encouraged the public to consider the hard work being done by town employees before striking out at them. He also thanked the Transfer Station employees, and all town employees and volunteers for their efforts to accommodate the new needs of citizens.

Selectman Panasiti noted that he too felt a sense of loss over the cancellation of the Town Fourth of July parade and fireworks. These wonderful events were missed by many in Town.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman Grella to adjourn the meeting at 8:41pm.

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

NEXT MEETING: Monday, July 27, 2020

Selectman Reed Panasiti

Date