



# Town of Amherst, NH

## BOARD OF SELECTMEN MEETING MINUTES

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

1       **1. Call to Order**

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

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4       Attendees by Zoom conference call: Chairman Peter Lyon, Selectman Dwight Brew,  
5       Selectman Reed Panasiti, Selectman John D'Angelo, and Selectman Tom Grella.  
6       Also present: Town Administrator Dean Shankle and Kristan Patenaude, recording  
7       secretary

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9       Other attendees and the public accessed the meeting via Zoom.

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11       Chairman Lyon explained that, pursuant to the State of Emergency declared by the  
12       Governor as a result of the COVID19 pandemic and in accordance with his Emergency  
13       Order #12, this meeting is authorized to take place electronically. There is no physical  
14       location to observe and listen to this meeting. However, in accordance with the  
15       Emergency Order, we are:

16  
17       Utilizing Zoom teleconferencing for this meeting. All members of the Board have the  
18       ability to communicate during the meeting through this platform and the public has access  
19       to contemporaneously listen and if necessary, participate in the meeting by dialing +1 301  
20       715 8592 and using a webinar ID of 892-9995-8293 or by using the link contained in the  
21       agenda posted at amherstnh.gov.

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

29  
30       All votes will be taken by roll call and for ease, in alphabetical order.  
31       Lastly, the meeting is being recorded and will be replayed on ACATV.

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

34  
35       *Roll call vote: Selectman Brew – present; Selectman Grella – present; Selectman Panasiti*  
36       *– present; Selectman D'Angelo – present; and Chairman Lyon – present. All noted*  
37       *themselves as being alone.*  
38

## 2. Citizen's Forum

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

## 3. Public Hearing

### 3.1 Bean Grant Foundation Award

Chairman Lyon read the public hearing notice:

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

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to open into the Public Hearing.*

*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.*

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

#### Public Comment:

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

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

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

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

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

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

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

*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.*

#### **4. Scheduled Appointments**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

182  
183 Town Administrator Shankle stated that the JFAC videos regarding long-term plans for the  
184 schools will be put up on the Town Vimeo channel.

185  
186 **4.3. 2020 Financial Report, Tamar Roberts of Roberts and Greene, PLLC**

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

197  
198 Town Administrator Shankle explained that the work was completed, but the debt was never  
199 borrowed for some reason, possibly due to turnovers in staff at that time. The Town can now  
200 decide whether to borrow the debt or take it out of the General Fund.

201  
202 Selectman Brew explained that the voters approved borrowing up-to \$15M for roads in 2010.  
203 This money was not borrowed up front because it wasn't needed right away. It was planned  
204 for the money to be borrowed after the work was completed each year because it was unclear  
205 what the cost would be until that time. This money was borrowed from the General Fund,  
206 with a note taken out to repay the General Fund in the exact amount for the roadwork  
207 completed. He questioned if the Town could zero out the \$1M debt amount by paying it back  
208 over 10 years. Tamar Roberts stated that could be done, as long as the wording was approved  
209 by the DRA.

210  
211 Laurie May, Finance Director, explained that the Town can either choose to take out a loan  
212 for the \$1M, or this could be paid for from the healthy Fund Balance.

213  
214 In response to a question from Selectman Panasiti, Selectman Brew explained that the Town  
215 spent approximately \$2M on roads each year, and then borrowed the money. There is a small  
216 amount of money to be spent on two upcoming bridges, but the majority of the money spent  
217 on bridges went towards the Horace Greely Road bridge.

218  
219 Chairman Lyon stated that he would like for this to be further discussed at the Board's May  
220 meeting.

221  
222 Selectman Brew stated that the unassigned fund balance is as of June 30, 2020. The balance at  
223 that time was approximately \$7.3M. This does not reflect the money returned to taxpayer's  
224 last fall. He also noted that he would like a clearer understanding of the Town's GOFERR  
225 (emergency State COVID-19) funds. Tamar Roberts explained that if GOFERR funds were

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

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

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

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

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

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

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

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

### **5. Administration**

#### **5.1 Administrative Updates**

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

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

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

### **6. Staff Reports**

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



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

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

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

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

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

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

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

*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 COVID 19 Taskforce update and recommendations**

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

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

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

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

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

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

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

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

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

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

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

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



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

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

*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 Assessing**

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

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

*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 Panasiti to approve a Service-Connected Total Disability Veteran Tax Credit in the amount of \$3,200.00 for Map 005, Lot 025-001 for the 2021 tax year.*

*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 Panasiti to approve the Veteran Tax Credit for tax year 2021 in the amount of \$500 for Map 001, Lot 012-000-010.*

*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 Panasiti to approve the Veteran Tax Credit for tax year 2021 in the amount of \$500 for Map 002, Lot 116-001.*

*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 Panasiti to approve the Veteran Tax Credit for tax year 2021 in the amount of \$500 for Map 002, Lot 163-032.*

*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 Panasiti to approve the All-Service Veterans’ Tax Credit for tax year 2021 in the amount of \$500 for Map 008, Lot 049-043.*

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 Panasiti to approve the All-Service Veterans’ Tax Credit for tax year 2021 in the amount of \$500 for Map 005, Lot 162-000-001.

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 Panasiti to approve and sign the 2021 Notice of Intent to Excavate for Map 2 Lot 34-7.

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 Panasiti to approve and sign the Timber Tax Levy and Certification of Yield Tax in the amount of \$322.21 for Map 005, Lot 160-001.

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 2020 Elderly & Disabled Tax Deferrals**

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

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, AP and BOS Meeting Minutes**

A MOTION was made by Selectman D’Angelo and SECONDED by Selectman Panasiti to approve one (1) FY21 Payroll Manifest in the amount of \$215,543.10 dated March 25, 2021, 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 Payroll Manifest in the amount of \$594.37 dated March 25, 2021, 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 Payroll Manifest in the amount of \$210,887.96 dated April 8, 2021, 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 Payroll Manifest in the amount of \$981.33 dated April 8, 2021, 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) FY21Accounts Payable Manifest in the amount of \$230,040.18 dated March 30, 2021, 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 \$3,266,427.00 dated April 1, 2021, subject to review and audit (School disbursements).

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) FY21Accounts Payable Manifest in the amount of \$45,651.84 dated April 5, 2021, subject to review and audit (NH DMV).

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) FY21Accounts Payable Manifest in the amount of \$38,122.55 dated April 5, 2021, subject to review and audit (NH DMV).

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 March 22, 2021.

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 March 29, 2021.

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.

## **9. Old/New Business**

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

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

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

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

*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, April 19, 2021**

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*Selectman Reed Panasiti*

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*Date*