



# **Town of Amherst, NH**

## **BOARD OF SELECTMEN MEETING MINUTES**

**Barbara Landry Meeting Room**

**2 Main Street**

**Monday, February 1, 2016**

### **1. Call to Order**

Chairman Dwight Brew called the meeting to order at 5:00 p.m. Attendees: Chairman Dwight Brew, Vice Chairman John D'Angelo, Selectmen Tom Grella, Nate Jensen, and Reed Panasiti. Also present: Town Administrator, Jim O'Mara and Suzanne Beauchesne taking minutes.

**2. Pledge of Allegiance** – Liam King, Boy Scout Troop 22, led the pledge.

**3. Citizen's Forum -- None**

### **4. HDC Appointment**

Town Administrator, Jim O'Mara, and Community Development Director, Colleen Mailloux, recommended appointment of Chris Hall and Chris Buchanan to the HDC.

Selectman Grella moved, second by Selectman Jensen, to appoint Chris Hall (currently an alternate member) as a regular member of the Historic District Commission with a term expiring in 2017. Motion passed unanimously, 5-0.

Chris Buchanan, who was in attendance, came forward and said that he was born and raised in Amherst. He has been involved with the Fire Department for ten years, served on the Village Strategic Planning Initiative, and wants to become more involved. Selectman Grella said he worked with Mr. Buchanan on the lighting project and feels he would be a valuable addition to the Commission. In response to Vice Chairman D'Angelo, Mr. Buchanan said he does not live in the Historic District.

Selectman Grella moved, second by Selectman Panasiti, to appoint Chris Buchanan as an alternate member of the Historic District Commission with a term expiring in 2018. Motion passed unanimously, 5-0.

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46 **5. Deliberative Session Preview**  
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48 Chairman Brew stated that Board members had copies of slides to be presented at the Deliberative  
49 Session. Two items will require housekeeping amendments. Warrant Article 33 seeks town  
50 approval to reclassify segments of the Class VI roadway known as Old Mail Road to a Class B  
51 trail. Selectman Jensen will speak on this article. Also, it was recommended by Town Counsel to  
52 change the name of the Conservation Commission Fund. The article (Article 31) will be presented  
53 as approved and then amended. Chairman Brew said that Andy Ouellette for the Ways & Means  
54 Committee will speak to seven or eight slides that pertain to the budget. Town Administrator Jim  
55 O'Mara stated that a statutory citation from 2013 is included on Page 44 and will be pushed back  
56 to the end of the slide presentation since the statute is now going on three years old.  
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58 **6. Election Day Parking Ordinance**  
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60 Town Moderator, Steve Coughlan, has requested a parking ordinance for election days. Selectman  
61 Jensen moved, second by Vice Chairman D'Angelo, to adopt a parking ordinance to facilitate easy  
62 access to the polls for voters at the NH Primary on February 9<sup>th</sup>, 2016 and the Town and School  
63 Elections on March 8, 2016. Parking in the Souhegan High School Annex parking lot (the lot with  
64 the Main Building on its west side, the Annex Building on its north side, and the stadium on its  
65 east side) at 412 Boston Post Road will be restricted to 45 minutes. Motion passed unanimously,  
66 5-0. Selectman Grella stated that there will be no school on February 9<sup>th</sup>. Selectman Jensen  
67 indicated that the Town Moderator is the controlling authority at the polls and has deputized  
68 Selectman Jensen to assist him on Election Day. Also, a police officer is stationed inside the  
69 polling location.  
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71 **7. Town Administrator**  
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73 **7.1 RFP, Garage Doors – Recreation**  
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75 Town Administrator Jim O'Mara presented a Recreation Department bid proposal for the framing  
76 and installation of a garage door on the barn at 11 Baboosic Lake Road. Four bid responses were  
77 received. Selectman Jensen moved, second by Vice Chairman D'Angelo, to award the bid to the  
78 lowest bidder, Shaughnessy Carpentry Service of Derry at a cost of \$7,700. In response to  
79 Selectman Grella, Administrator O'Mara said the installation does include remote transmission.  
80 Selectman Panasiti asked if there was not in-house expertise that could do the work. Administrator  
81 O'Mara said someone could frame the door but the installation of the door is technical. It is a  
82 commercial grade door.  
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84 **7.2 Tree Removal, Eaton Road**  
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86 In accordance with RSA 231:138 which prohibits tree cutting along designated Scenic Roads,  
87 Administrator O'Mara asked the Board to authorize the Department of Public Works (DPW)  
88 Director to remove five trees on Eaton Road to help facilitate work to be done by Continental  
89 Paving and to replace the culvert on that road. Selectman Jensen moved, second by Vice  
90 Chairman D'Angelo, to authorize the removal of five trees on Eaton Road. Motion passed  
91 unanimously, 5-0. Vice Chairman D'Angelo said the Planning Board had received a copy of the

plans and asked Administrator O'Mara to pass along to the DPW the Planning Board's appreciation for being kept in the loop.

### **7.3 Town Report Cover**

The Board agreed to include two photos on the cover of the Town Report – the new Manchester Road Bridge and the ribbon cutting photo.

## **8. Approvals**

### **8.1 BTLA Abatement/Settlement**

Selectman Panasiti moved, second by Selectman Grella, to approve the abatement/settlement offer for Map/Lot 5-106, located at 44 Christian Hill Road, in the amount of \$296 for 2014 and \$294 for 2015. Motion passed unanimously, 5-0.

### **8.2 Veteran Tax Credit**

Selectman Panasiti moved, second by Selectman Grella, to approve a Veteran Tax Credit in the amount of \$500 for Map 4, Lot 705-3 located at 11 Mosswood Circle. Motion passed unanimously, 5-0.

Selectman Panasiti moved, second by Selectman Grella, to approve a Veteran Tax Credit in the amount of \$500 for Map 4, Lot 161-1 located at 82 Thornton Ferry Road II. Motion passed unanimously, 5-0.

Selectman Panasiti moved, second by Selectman Grella, to approve a Veteran Tax Credit in the amount of \$500 for Map 5, Lot 85 located at 27 Lyndeborough Road. Motion passed unanimously, 5-0.

### **8.3 Payroll Manifest**

Selectman Jensen moved, second by Vice Chairman D'Angelo, to approve one (1) FY16 Payroll Manifest in the amount of \$196,716.61 dated February 1, 2016, subject to review and audit. Motion passed unanimously, 5-0.

### **8.4 Accounts Payable Manifests**

Selectman Jensen moved, second by Vice Chairman D'Angelo, to approve one (1) FY16 Accounts Payable Manifest in the amount of \$25,446.92 dated January 15, 2016, subject to review and audit. (Town Clerk Transfers to the State of NH). Motion passed unanimously, 5-0.

Selectman Jensen moved, second by Vice Chairman D'Angelo, to approve one (1) FY16 Accounts Payable Manifest in the amount of \$40,618.20 dated January 7, 2016, subject to review and audit. Motion passed unanimously, 5-0.

Vice Chairman D'Angelo moved, second by Selectman Jensen, to approve one (1) FY16 Accounts Payable Manifest in the amount of \$356,615.47 dated January 15, 2016, subject to review and audit. Motion passed unanimously, 5-0.

Vice Chairman D'Angelo moved, second by Selectman Jensen, to approve one (1) FY16 Accounts Payable Manifest in the amount of \$514,325.18 dated February 1, 2016, subject to review and audit. Motion passed unanimously, 5-0.

Vice Chairman D'Angelo moved, second by Selectman Jensen, to approve one (1) FY16 Accounts Payable Manifest in the amount of \$2,949,157.16 dated February 1, 2016, subject to review and audit. (School Disbursements) Motion passed unanimously, 5-0.

Chairman Brew asked Boy Scout Liam King to come forward to share his observations on the Board's proceedings. Mr. King said that a requirement to receive a Merit Badge is to attend a public meeting and make observations. He said the meeting was well organized and everyone agreed with each other so there was no debate. Chairman Brew said that a fair amount of the Board's work is routine because items are prepared by staff for the Board's consideration; but not every vote is a 5-0 vote. Chairman Brew thanked Liam King for attending and wished him good luck on getting his Merit Badge.

## **8.5 Meeting Minutes – January 11, 2016 – Postponed to next Board meeting.**

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

Selectman Grella pointed out a grammatical correction to be made on Page 54 of the slides.

### **10. Non Public Session**

Pursuant to NH RSA 91-A:3 II (e), Selectman Jensen moved to enter into non-public session at 5:30 p.m. Seconded by Vice Chairman D'Angelo. Roll Call: Brew-yes D'Angelo-yes; Grella-yes; Jensen-yes; Panasiti-yes. Vote was unanimous, 5-0.

The Board and Town Administrator Jim O'Mara discussed a legal matter. Selectman Grella moved to exit non-public session at 6:00 p.m. Seconded by Selectman Panasiti. Vote was unanimous, 5-0. Chairman Brew stated that in non-public session no motions were made and no votes were taken.


Pursuant to NH RSA 91-A:3 II (d), Vice Chairman D'Angelo moved to enter into non-public session at 6:01 p.m. Seconded by Selectman Jensen. Roll Call: Brew-yes D'Angelo-yes; Grella-yes; Jensen-yes; Panasiti-yes. Vote was unanimous, 5-0.

The Board and Town Administrator Jim O'Mara discussed the acquisition of land. Selectman Grella moved to exit non-public session at 6:30 p.m.. Seconded by Selectman Jensen. Vote was unanimous, 5-0. Chairman Brew stated that in non-public session no motions were made and no votes were taken.

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185 **11. Next Meeting: February 3, 2016 – Immediately Prior to the Deliberative Session**  
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187 **12. Adjournment**  
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189 Selectman Panasiti moved, second by Selectman Grella, to adjourn the meeting at 6:32 p.m.  
190 Motion passed unanimously, 5-0.  
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Selectman Nate Jensen  
Clerk, Board of Selectmen

  
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Date