



**Town of Amherst, NH**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**Barbara Landry Meeting Room**  
**2 Main Street**  
**Monday, January 22, 2018**

**1. Call to Order**

Chairman Dwight Brew called the meeting to order at 6:00 p.m.

Attendees: Chairman Dwight Brew, Selectmen Mike Akillian, Tom Grella, Peter Lyon, and Reed Panasiti. Also present: Town Administrator, Jim O'Mara, and Mary Guild taking minutes.

Chairman Brew welcomed State of NH Representatives Shannon Chandley, Peter Hanson to the board meeting and recognized Representative Reed Panasiti, select board member. State of NH Senator Gary Daniels arrived to the meeting and was recognized by the Chairman as well.

**2. Pledge of Allegiance**

Police Sergeant, Nicholas Skiba, and his children, Bryce and Annalise, led the pledge.

**3. Amherst Police Department, Promotion Ceremony**

Police Chief, Mark Reams, announced the promotion of Officer Nicholas Skiba to Sergeant of the Amherst Police Department. After a brief introduction by the chief, and swearing in by Justice of the Peace and Town Administrator, James O'Mara, the sergeant's pin was affixed to Sergeant Skiba's lapel by his wife, Lea Ann.

Chairman Brew announced a short recess while refreshments were enjoyed by all in attendance.

**4. Citizens Forum**

Amherst Resident and Land Trust member, Suzanne Birchard addressed the board. Mrs. Birchard expressed her gratitude to the Board of Selectmen, the Town of Amherst employees and especially to Recreation Director, Craig Fraley for all of the hard work that went into establishing Joshua's Park.

**5. NH Department of Transportation, Streetlights**

Roger Appleton, Bureau of Highway Maintenance, Project Engineer, NH Department of Transportation and Caleb Dobbins, State Maintenance Engineer were present to discuss the

removal of several street lights from roads and intersections in town. The savings per light, to the state has been calculated at \$350 per light, per year. The state has proposed a removal of 31 lights at this time.

After great discussion regarding motorists' safety, it was decided that the Highway Safety Committee and the representatives from NH Department of Transportation would meet to review concerns. Mr. Appleton and Mr. Dobbins declared that the state will definitely hear the concerns and work to overcome them.

## **6. Financial Audit Presentation**

Auditor, Erica Lussier presented the audit conducted by Melanson Heath, financial auditors for the year ended June 30, 2017.

There was a lot of discussion about actuarial statements and in anticipation of GASB 75 in reference to the town's pension plan with the New Hampshire Retirement System.

The auditors found little to report in deficiencies to the financial statements of the Town of Amherst.

The audit can be found on the town's website, under the news tab and on finance department page.

## **7. Town Treasurer Report**

Town Treasurer, Elizabeth Overholt reported to the Board of Selectmen on the status of investments for FY17. A copy of the treasurer's report is attached to these minutes.

## **8. Public Hearing per RSA 32:5, I - Solid Waste Ordinance**

Selectman Panasiti moved to open the public hearing, seconded by Selectman Grella. The board unanimously voted to open the public hearing. Chairman Brew asked for input from the audience in reference to the proposed ordinance. No one came forward to address the board. Selectman Lyon moved to close the public hearing, seconded by Selectman Akillian. The board voted unanimously to close the public hearing. The second public hearing in regard to the ordinance will be held on February 12, 2018.

## **9. Deliberative Session Review**

### **9.1 Warrant Article 32 Discussion**

The board reviewed, with Ways & Means Committee Chair, John D'Angelo, the revised Warrant Articles 32 and the newly created Warrant Article 33 (attached to these minutes). Chairman D'Angelo stated that the Ways & Means Committee had not had an opportunity to review these Warrant Articles. He will poll the other members of the committee to see if they need to meet to review the articles and take a vote.

Selectman Akillian moved to sign the Warrant Articles for publication as the articles the board will put forth for the ballot. Selectman Lyon seconded the motion. The board voted unanimously in favor of the motion.

89  
90 **10. Town Administrator**  
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92 **10.1 Amherst Farmer's Market**

93 Town Administrator O'Mara presented a request from Pup's Cider Company to distribute  
94 samples/tasting of wines at the farmers market to be held at the Amherst Garden Center, Map 8,  
95 Lot 75-1. This is an extension of the indoor farmer's market selling produce and other local  
96 products that the Garden Center initiated last year. The request was accompanied by a letter to  
97 the New Hampshire State Liquor Commission from the Amherst Board of Selectmen  
98 authorizing the tasting. Selectman Grella moved to allow the tasting and Selectman Akillian  
99 seconded the motion. The board voted unanimously in favor of the motion.  
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101 **10.2 AFR Training Request**  
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103 Amherst Fire Rescue submitted a request to use the residential structure located at 7 Thornton  
104 Ferry Road I for training purposes. Town Administrator O'Mara reported that the property has  
105 been deemed safe for the purpose of training by the proper town departments. DPW Director  
106 Berry reported that the junk and debris from the property has been removed and disposed of.  
107 Chief Conley will notify abutters and others in the neighborhood that the training will be taking  
108 place. Selectman Panasiti motioned to approve the request, Selectman Grella seconded the  
109 motion, and the board voted unanimously in favor.  
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111 **10.3 Budget Transfer - DPW**  
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113 Budget Transfer #2018-5 was submitted for the total amount of \$13,000 for various items in the  
114 DPW Department. Selectman Grella moved to approve the transfer, Selectman Lyon seconded.  
115 The board voted unanimously in favor of the motion.  
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117 **10.4 Road Work Change Order**  
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119 Town Administrator O'Mara presented a change order from DPW for work performed on  
120 Manchester Road, Nathan Lord Road, and Ponemah Hill Road by Continental Paving outside  
121 the scope of the original agreement. Selectman Panasiti moved to approve the change order in  
122 the amount of \$263,855. The total cost for the additional work was \$413,000. Director Berry  
123 addressed the board as there was a bit of confusion in regard to the total amount.  
124 It was originally thought the cost was the amount of a refund from the state received last  
125 summer. Selectman Panasiti amended his motion to approve the change order in the amount  
126 of \$413,000. Selectman Grella seconded and the board voted unanimously to approve the  
127 order.  
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129 **10.5 Snow Blower Bid - DPW**  
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131 Town Administrator O'Mara presented a sheet from DPW for the purchase of a Trackless brand  
132 snow blower from HP Fairfield in the amount of \$9,400. As there was only one bidder, it was  
133 first requested that the board waive the requirement for multiple bidders. Selectman Grella  
134 made a motion to waive the policy and award the bid to HP Fairfield and to authorize the town  
135 administrator to sign related documents on behalf of the board, seconded by Selectman Lyon.  
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## 10.6 Town Report Cover Options

The board looked at options for the 2017 Annual Town Report and a cover photo was chosen.

## 10.7 Town Report Dedication

The board chose three individuals for the 2017 Annual Town Report Dedication: Louise Marley, Elizabeth “Pixie” Lown, and Marion Sortevik.

## 11. Approvals

11.1 Petition and Pole License - Lyon, motion. Panasiti, 2<sup>nd</sup>. Unanimous

11.2 Payroll - Panasiti, motion. Akillian, 2<sup>nd</sup>. Unanimous

11.3 Accounts Payable -

1. Panasiti, motion. Akillian 2<sup>nd</sup>. Unanimous (DMV)

2. Panasiti, motion. Akillian 2<sup>nd</sup>. Unanimous

3. Panasiti, motion. Akillian 2<sup>nd</sup>. Unanimous (School Disbursements)

Concentration Account: Panasiti, motion. Grella 2<sup>nd</sup>. Unanimous

11.4 Minutes of the previous meeting - Panasiti motion to approve.

Lyon amendment request received from W&M to remove lines 325 & 326 as confusing to the issue under discussion. Lyon, motion to amend, redact the text on those lines. Panasiti, 2<sup>nd</sup> amendment. Lyon, motion to approve minutes with amendment. Panasiti, 2<sup>nd</sup>. Unanimous.

## 12. Old/New Busines

Selectman Panasiti reported that the Recreation Committee will be meeting and discussing the upcoming renewal of the lease with the school districts . The current agreement is set to expire, as confirmed by Town Administrator O’Mara. Mr. O’Mara urged the board to ask the Superintendent of Schools to get the item on school board agendas soon to get an earlier renewal.

Selectman Akillian reported on the Cemetery Trustees meeting. The trustees will be requesting time to address the Board of Selectmen. They have questions regarding construction of Forestview.

Selectman Grella noticed the board of an issue the Historic District issuing “forgiveness after the fact” when a homeowner within the bounds of the Historic District has renovations done without proper procedure. The board discussed the process through the Community Development office and should there be some consequence to the homeowner or contractor.

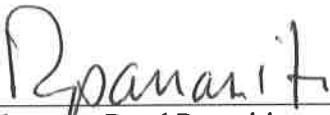
Selectman Lyon noted that the Planning Board had not met recently, there is nothing to report.

Selectman Lyon has been attending meetings of the Amherst Conservation Commission. The latest plan was sent out, but he was unable to open it.

189 **13. Non-Public Session**

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191 At 9:06 p.m., Selectman Grella moved to enter non-public session, 2<sup>nd</sup> by Selectman Lyon, By  
192 roll call vote Akillian: yes, Brew: yes, Grella: yes, Lyon: yes, Panasiti:yes, the board went into  
193 non-public session.  
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197 **NEXT MEETINGS: February 7, 2018 - Deliberative Session, February 12, 2018**  
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203 Selectman Reed Panasiti  
204 Clerk, Board of Selectmen

2/12/18  
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Date