



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, May 14, 2018

1 **1. Call to Order**

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3 Chairman Dwight Brew called the public meeting to order at 6:02 p.m.

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5 Attendees: Chairman Dwight Brew, Selectmen John D'Angelo, Tom Grella, Peter Lyon,
6 and Reed Panasiti. Also present: Town Administrator Jim O'Mara.

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8 **2. Pledge of Allegiance** – AFR Captain Hevey's father and daughter led the pledge.

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10 **3. Pinning – AFR Captain Hevey**

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12 AFR Chief, Matthew Connolly, welcomed Captain Hevey to the position.
13 Captain Hevey was sworn in by Town Administrator O'Mara and pinned by his daughter.

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15 The board recessed until 6:30 p.m.

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17 **4. Moment of Silence**

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19 The board reconvened public session at 6:30 p.m.

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21 Chairman Brew asked for a moment of silence for three members of the community that
22 have recently passed away:

23 Lew Dokmo
24 Helen Rowe
25 Clark Logan

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27 **5. Citizens' Forum** – none

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29 **6. ACC Member Appointments**

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31 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Lyon to re-*
32 *appoint the following members to the Amherst Conservation Commission, for a three year*
33 *term, expiring in 2021:*

34 *Vick Bennison*
35 *Lee Gilman*
36 *Bill Widmer – alternate*

37
38 *Voting: 5-0-0; motion passed unanimously*

Mr. Michael Cohen addressed the board. Mr. Cohen is interested in pursuing an alternate position on the ACC. The board agreed that Mr. Cohen will bring a vast amount of knowledge to the ACC.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman Grella to appoint Michael Cohen as an alternate to the Conservation Commission, for a three year term, expiring in 2021.

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

7. Quarterly Department Updates

7.1 Recreation

Mr. Craig Fraley presented the Recreation Department's quarterly update to the board.

The board discussed the LWCF program projects in town (Davis Lane, Upper Wilkins, middle school). The leases on these projects expired in 2003 and the board wants to make it clear that the town is no longer under any obligations related to them. Selectman D'Angelo suggested that the state can still inventory these projects and put signs up on them, designating them as past LWCF projects, but that a note needs to be made that the town is no longer bound by the earlier agreements.

The board discussed the installation of a bocce ball court at Buchanan Park. Mr. Craig Fraley explained that he's been in contact with the Rountree family, who originally owned the land, and they are very interested in seeing the project move forward. The board discussed the possibility of naming the park after James Rountree in the future.

In response to a question from Selectman Lyon, Mr. Fraley stated that he believes the parking at Joshua's Park is currently acceptable, although adding additional parking would be helpful.

In response to a question from Selectman Lyon, Mr. Fraley stated that he hopes to add a larger bus to the Department in the future, as it is needed for the ski program and summer camp field trips.

7.2 Police

Police Chief Mark Reams presented the Police Department's quarterly update to the board.

The board acknowledged and expressed gratitude for Ms. Sharon Higley's contributions to the Amherst Police Department in her role as Executive Assistant.

In response to a question from Selectman Lyon, Chief Reams stated that microwave communications equipment found at the New Boston Air Force Tracking Station is on a tower that was no longer being used, and is a benefit to the town.

The board thanked the Police Department for their donation to the Vietnam Moving Wall project, and to the DARE program.

7.3 DPW

Mr. Eric Hahn presented the DPW's quarterly report to the board.

Mr. Hahn explained that a consultant has told them which windows at Town Hall should be replaced and which can be repaired. The windows went through a round of replacements back in the 1850's. The DPW will also begin approaching repairs to the handicap ramp at Town Hall.

Mr. Hahn presented the board with a quick demonstration of the DPW's new tablets they've started using. Chairman Brew explained that the tablets allow the DPW to address similar issues in a geographic area when in a certain area. They also allow them to know what resources are required to address various items. Finally, they allow the town to spend their resources on the highest need priority items.

Mr. Hahn explained to the board what he would like for a future Road Plan to look like. DPW used to collect data in 18 different lists; he would like to condense this to 1 document that can be easily understood. Roads can be listed and broken down into segments that are similar in nature, then assigned a value and priority. A graph can then be built to plot the approximate cost to repair each road identified and this can be kept as a living document.

The board agreed that this Road Plan would be a very valuable tool and are excited to see a first pass at it.

7.4 Community Development

Mr. Gordon Leedy, Director of Community Development, presented the department's quarterly report to the board.

In response to a question from Selectman Lyon, Mr. Leedy stated that he believes the town is in good shape with regards to its assessment of stormwater.

The board asked Mr. Leedy to present the findings on the sewer report to them at a future meeting.

Chairman Brew asked Mr. Leedy to consider what types of questions will need to be answered in order to make a substantial Master Plan. He asked Mr. Leedy to come up with a list of thought-provoking questions in order to think of what answers are needed to know what Amherst will look like in the future.

8. Town Administrator

8.1 Line Striping Bid – DPW

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to award the line striping bid to Industrial Line Striping, in the amount of \$19,482.66, being the lowest qualified bidder.

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

8.2 Solar Development

Town Administrator O'Mara explained that the board might want to further examine certain areas in town that can be used for solar development. The board agreed to discuss this further and come back with any other suggested possible areas at a future meeting.

8.3 Employee Policy Amendments

Town Administrator O'Mara explained that the changes to these policies come from putting the numbers in terms of hours and not days. The board asked for further editing on the policies and tabled this issue to the next meeting.

8.4 Colonial Life – Supplemental Benefits

Town Administrator O'Mara explained that the town currently receives their supplemental benefits package from Afflac; Effective July 1, 2018 supplemental benefits will be provided by Colonial Life. Colonial Life's rates are lower for comparable benefits.

In response to a question from Selectman Lyon, Town Administrator O'Mara stated that very few employees take advantage of these benefits.

In response to a question from Selectman D'Angelo, Town Administrator O'Mara explained that this change will stay in place as long as the quality of service is maintained, which will be discussed with employees annually.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman Grella to offer Colonial Life supplemental benefits packages to employees through payroll deductions.

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

9. Approvals

9.1 Hawkers & Vendors Permit

Town Administrator O'Mara stated that this permit will allow concessions at 2 locations: Souhegan High School and Wilkins School.

A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to approve the renewal of the Hawkers & Vendors application for the Amherst Soccer Club from the period of May 25th through May 28, 2018.

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

9.2 Eversource Petition & Pole License

A MOTION was made by Selectman Grella and SECONDED by Selectman Lyon to approve Eversource's Petition and Pole Licence for a pole on Craftsman Lane.

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

9.3 Assessing

A MOTION was made by Selectman Lyon and SECONDED by Selectman Panasiti to approve and sign the 2018 tax warrant in the amount of \$22,125,446.

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

A MOTION was made by Selectman Lyon and SECONDED by Selectman Panasiti to approve and sign the Veteran Tax Credit for: Property Map/Lot 002-163-016 in the amount of \$500.00. Voting: 5-0-0; motion passed unanimously.

The board discussed an application for tax exempt status for Southern NH Medical Center. An application was submitted in 2017 and denied by the board. This was appealed to the BTLA, which also denied the request. An application has again been submitted for 2018; the assessor has recommended the board enter into talks with Southern NH Medical Center for a pilot program.

A MOTION was made by Selectman Lyon and SECONDED by Selectman Panasiti to deny the request for exemption for Southern NH Medical Center for 2018. Voting: 5-0-0; motion denied unanimously.

Town Administrator O'Mara presented the board with a list of religious, charitable and educational exemptions in 2018. These exemptions stay in place until the assessor discovers them not to be valid anymore.

Chairman Brew asked for a background of the RSA related to these exemptions.

Town Administrator O'Mara also presented the board with a list of pilot agreements, and low-income housing agreements. Many of these were entered into years ago and the value of these exemptions has gone up considerably. There may be terms associated with these agreements that the board would like to consider changing. The board agreed to consult their legal counsel on these items and move forward from there.

9.4 Payroll

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY18 Payroll Manifest in the amount of \$196,925.30 dated May 10 2018, subject to review and audit. Voting: motion passed unanimously, 5-0-0.

9.5 Accounts Payable

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY18 Accounts Payable Manifest in the amount of \$33,892.64 dated April 30, 2018, subject to review and audit (Town Clerk Transfers to the State of NH). Voting: Motion passed unanimously, 5-0-0.

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY18 Accounts Payable Manifest in the amount of \$240,165.06 dated May 1, 2018, subject to review and audit. Voting: Motion passed unanimously, 5-0-0.

227 **9.6 Previous Meeting Minutes**

228 *A MOTION was made by Selectman Panasiti and SECONDED by Selectman Grella, to*
229 *approve the board of Selectmen public meeting minutes of April 30, 2018, as amended.*
230 *Voting: Motion passed unanimously, 5-0-0.*

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232 *A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo,*
233 *to approve the board of Selectmen non-public meeting minutes of April 3, 2018, as*
234 *presented.*
235 *Voting: Motion passed unanimously, 5-0-0.*

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237 **10. Action Items**

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239 The board reviewed the action items for future meetings.

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241 **11. New/Old Business**

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243 Town Administrator O'Mara stated that the bocce court will need to go next to the
244 Historic District Commission.

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246 *A MOTION was made by Selectman Panasiti and SECONDED by Selectman Lyon to*
247 *adjourn the meeting at 9:40 p.m.*
248 *Voting: 5-0-0; motion passed unanimously.*

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251 **NEXT MEETING: May 29, 2018 - Tuesday**

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257 **SIGNATURE ON FILE**
258 *Selectman Reed Panasiti*

05.29.2018
 Date