



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, November 26, 2018

1 **1. Call to Order**

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3 Chairman Dwight Brew called the meeting to order at 6:31 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: Executive Assistant Mary Guild.

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8 Ways & Means members: Sarah Bonnoit, Elaina Bedio, Maggie Paul, Peter Moustakis,
9 and Michael Facques.

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11 **2. Pledge of Allegiance** – Retired Air Force Colonel and long-time Amherst resident,
12 Will Ludt, led the pledge.

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14 **3. Citizens' Forum** – none

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16 **4. Budget Discussion**

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18 **4.1 FY20 Budget**

19 Chairman Brew stated that the budget presented tonight is the same one that was agreed
20 to at the last Board meeting. No changes have been made in the interim.

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22 Mr. Eric Hahn presented the Board with the revised road plan if only \$100,000/year was
23 added to the budget, instead of \$200,000. Mr. Hahn stated that by adding an extra (7th)
24 year to the plan, he would have to adjust some of the roads to relief instead of rebuild, but
25 that at the end of year 7 versus 6, the total number of red, yellow and green roads would
26 pretty closely align.

27
28 Chairman Brew explained that, with this new plan, at the end of FY26 there would be
29 68% green roads, 22% yellow, and 10% red. With the original plan, these numbers stood
30 to be 69% green, 21% yellow, and 11% red at the end of FY25.

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32 In response to a question from Selectman Grella, Mr. Hahn stated that in both plans there
33 is \$100,000/year set aside, of the \$1.1 million budget, to keep green roads green, through
34 various internal methods.

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36 Selectman D'Angelo discussed the possibility of frontloading the roads plan with more
37 money at first, and scaling it back later if needed.
38

Chairman Brew stated that in 2010 only 22% of the town's roads were considered green. With this new plan, 68% of roads will be green by the end of FY26. This plan is taking significant strides in the right direction.

Selectman Lyon, Selectman Grella, and Selectman Panasiti agreed that the roads budget should be increased by \$100,000 for the next year and reviewed again after that time. Selectman D'Angelo stated that he believed the roads budget should be increased by \$200,000 for the next year. The Ways & Means Committee had no further comments at this time.

Chairman Brew stated that, with this change, the total increase of the budget and warrant articles was now at 11.19%, with the tax impact on a \$353,000 being \$215. There are still two items in the budget that need to be further examined. Revenue numbers will be looked at more closely, along with interest/principal numbers on roadwork bonds/loans, before the next meeting.

The Board discussed the Bridge Repair and Replacement Capital Reserve Fund. There is a warrant article asking to add \$200,000 to this fund due to a number of bridges in town that need repairs and a multi-culvert replacement that needs to take place. Some of the bridges in need of repair are not recognized by the state, and thus are the town's responsibility.

Chairman Brew reviewed the interest and principal payments, stating that the amount will drop slightly each year, until there is a huge drop off after FY24, and in FY26 the amount for these will be \$0.

The Ways & Means Committee discussed the Library travel budget with the Board. The Committee questioned why Library employees use their own personal vehicles for travel, when most other departments in town use town-owned vehicles for town business. Chairman Brew stated that he believes the town tries to use town-owned vehicles for employees that travel the most.

4.2 Warrant Articles

Chairman Brew explained that the wording on the three bridge warrant articles comes from the DRA. The Board discussed how to make this wording clearer for the public.

In response to a question from Selectman Panasiti, Ms. Guild stated that the total cost for all proposed warrant articles is \$929,000.

In response to a question from Mr. Peter Moustakis, Mr. Gordon Leedy stated that the status of the TAP grant for the bike/pedestrian network won't be known until January.

Mr. Leedy explained that the current plan is to pursue the TAP grant; if that is not received, he will speak with NRPC regarding moving the project into the 10 year plan. This will still lead to 80/20 funding of the project, but under a longer time frame. Having some money already set aside for the project could benefit its status, if it ends up under

the 10 year plan. Mr. Leedy stated that another possibility would be to try to advance the project with privately raised funds, if the grant falls through.

The Board explained that they believe the voters will want a solid plan for the expenditure of these funds, should the town not receive the 80% TAP grant.

The Board and Ways & Means Committee agreed that they would like to see wording in the Bike/Pedestrian Network warrant article to reflect that it is contingent upon receiving the matching TAP grant.

In response to a question from Ms. Paul, the Board explained why the town needs warrant articles requesting funds for capital reserves each year.

5. Administration

5.1 Border Street Speed Limit Ordinance

Chief Mark Reams explained that the Amherst Highway Safety Committee recently met to discuss concerns regarding the speed limit on Border Street. Currently, there is no posted speed limit sign on Border Street. The traffic review data supports a speed limit designation of 30 mph for that roadway.

A MOTION was made by Selectman Grella and SECONDED by Selectman D'Angelo to schedule two (2) public hearings, January 14 and January 28, 2019 at 7pm, on an ordinance to create a 30mph speed limit on the whole length of Border Street.
Voting: all aye; motion passed unanimously.

5.2 Communications Center CRF Withdrawal Request

Chief Reams stated that there are 3 backup radios in the dispatch center (one VHF for Police, one VHF for Fire/EMS, and a UHF radio to interact with low-band partners). The Police VHF radio is 17 years old and is beginning to fail.

A MOTION was made by Selectman Lyon and SECONDED by Selectman D'Angelo to authorize the request to withdraw \$3,555.53 from the Amherst Communications Center Capital Reserve Fund and to expend funds in the amount of \$3,555.53 for payment to Beltronics, Inc. for replacement back up VHF band radio for the dispatch center.
Voting: all aye; motion passed unanimously.

5.3 Sale of 2001 F-350 Type I Ambulance

Selectman Lyon explained that this ambulance was replaced about a year ago, and the previous one was recently sold through auction.

A MOTION was made by Selectman Lyon and SECONDED by Selectman D'Angelo to approve the sale of 1 Amherst Fire Rescue 2001 Ford F-350 XLT Super Type 1 Ambulance.
Voting: all aye; motion passed unanimously.

5.4 Proposed Master Plan Development Process

Mr. Leedy explained that new census data will come out in FY22, and that there are a number of pieces of the Master Plan that can be worked on while waiting for that information.

Mr. Leedy stated that, while part of the Bike/Ped Plan involves the multi-modal trail, there is also interest in implementing measures on the town's roads that allow for safer ways to travel on foot or by bike. He is recommending that \$15,000 be placed into the FY20 budget in order to have an expert do some engineering designs on the roads to see what will be possible for this project. In FY21, he would then like to partner with a group like NRPC to integrate these design plans. In FY22, he would like to create a robust public engagement plan to define the issues and the choices for the community, which can then be incorporated into the Master Plan.

Chairman Brew stated that he believes the engineering design study could be done as a result of the Master Plan, but that any funding right now should be to first develop the Master Plan. He explained that, without developing the Plan, it's difficult to know if this part of the Bike/Ped plan is more important to the community than a bus service, or something similar, would be.

Selectman D'Angelo requested that Mr. Leedy show the Board the Bike/Ped report and propose an amount of money to put back into the budget for it. If the Board agrees, they will amend the budget.

In response to a question from Selectman D'Angelo, Mr. Leedy stated that he believes any additional work for the Master Plan can be put off for another year.

The Board discussed that they would like the Planning Board to work on a high level plan for the Master Plan process. Mr. Leedy stated that there will need to be more active management from the town during this Master Plan process.

5.5 DPW Road Plan

This item was previously discussed during item 4.1 - FY20 Budget.

5.6 Horace Greely Road Bridge Final Payment Request

Mr. Hahn stated that this final payment will close out the construction part of the project. The project came in about \$26,000 under budget thanks to good project management and a good contractor.

A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to approve the final payment (#6) to Hoyle, Tanner & Associates, Inc. for the construction of the Horace Greely Road Bridge in the amount of \$99,471.70 and to authorize the Board of Selectman Chair to sign the Certificate of Final Completion of Work on behalf of the Town of Amherst.
Voting: all aye; motion passed unanimously.

5.7 Road Race, Opportunity Networks

In response to a question from Chairman Brew, Selectman Lyon stated that there is no real impact to the Police Department during the road races in town. DPW helps with signs but no roads are closed during the races.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the request from Opportunity Networks to hold a road race on Saturday October 12, 2019 in the Amherst Village.

Voting: all aye; motion passed unanimously.

5.8 Road Race, Amherst Venture Crew

This item was postponed to a future meeting.

6. Approvals

6.1 Eversource Petition & Pole License

A MOTION was made by Selectman Lyon and SECONDED by Selectman Panasiti to approve the PSNH/Eversource petition and pole license PSNH #21-1319 to place a pole on Northern Boulevard.

Voting: all aye; motion passed unanimously.

6.2 Assessing

A MOTION was made by Selectman Lyon and SECONDED by Selectman Panasiti to approve and sign the abatements for:

Property Map/Lot 008-015-004 in the amount of \$4,169.00.

Property Map/Lot 008-009-000 in the amount of \$43.00.

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 Credits for:

Property Map/Lot 004-045-006 in the amount of \$500.00.

Property Map/Lot 004-161-005 in the amount of \$500.00

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

6.3 Payroll

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti to approve one (1) FY19 Payroll Manifest in the amount of \$220,440.58 dated November 21, 2018, subject to review and audit.

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

6.4 Accounts Payable

A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Accounts Payable Manifest in the amount of \$32,677.91 dated November 16, 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) FY19 Accounts Payable Manifest in the amount of \$310,777.00 dated November 7, 2018, subject to review and audit.
Voting: Motion passed unanimously, 5-0-0.*

6.5 Concentration Account

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Panasiti, to approve one (1) FY19 Concentration Account Manifest in the amount of \$6,627.13 dated November 14, 2018, subject to review and audit.
Voting: Motion passed unanimously, 5-0-0.*

6.6 Previous Meeting Minutes – November 8, 2018 (Non-Public), November 13, 2018, November 13, 2018 (Non-Public Session II)

*A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the Board of Selectmen Non-Public meeting minutes of November 8, 2018.
Voting: 5-0-0; motion passed unanimously.*

*A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the Board of Selectmen meeting minutes of November 13, 2018, as amended.
Voting: 5-0-0; motion passed unanimously.*

*A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to approve the Board of Selectmen Non-Public meeting minutes of November 13, 2018.
Voting: 5-0-0; motion passed unanimously.*

7. Action Items

The Board reviewed the action items.

8. New/Old Business

The Board discussed putting a “No Trespassing” sign up near the culvert where Selectman Grella noticed some illegal dumping taking place, in order to protect it. The Board agreed to use the sign and discuss the issue further with the Historic District Commission and Mr. Hahn.

A MOTION was made by Selectman Panasiti and SECONDED by Selectman D'Angelo to adjourn the meeting at 9:02 p.m.

NEXT MEETING: December 10, 2018 - Monday

SIGNATURE ON FILE

12.10.2018

Selectman Reed Panasiti

Date