



# Town of Amherst, NH

## BOARD OF SELECTMEN MINUTES

Barbara Landry Meeting Room  
2 Main Street  
Monday, April 14, 2014 at 6:30 PM

**Call to Order:** Chairman Dwight Brew called the meeting to order at 6:30 p.m. Attendees: Chairman, Dwight Brew, Vice Chairman Mike Akillian, Selectmen John D'Angelo and Tom Grella. Also present: Town Administrator, Jim O'Mara, and Suzanne Beauchesne taking minutes. Selectman Brad Galinson was absent.

**Pledge of Allegiance** – Mark Langis, Milford Masonic Lodge, led the pledge.

### Citizens' Forum

Chairman Brew recognized that many people were in attendance to discuss construction work to be done on Foundry Street and signage on Middle Street, and invited those who wished to speak on other topics to come forward first.

Linda Fraser came to speak about the Manchester Road Bridge and suggested the Board take time to study the traffic pattern in the area. People don't abide by the speed limit and are going so fast they can't slow down in time to spare the lives of her geese and chickens. Ms. Fraser asked how traffic would be controlled if the bridge is opened? There are kids on skateboards, bikes, and people walking in the area. Traffic goes by so quickly that the house shakes, and since there is no stop sign, drivers gun it to get up the hill. Ms. Fraser was not sure of the solution, but perhaps speed bumps would help. Selectman Grella indicated that he would propose to the Safety Committee the inclusion of a stop sign at the end of Manchester Road. Ms. Fraser thought that would be helpful.

Beverly Melle who lives on Manchester Road also encouraged the Board to address the traffic pattern/speed on Manchester Road, especially related to large trucks and families enjoying pedestrian rights of way.

George Quinn who lives on Foundry and Davis complained about speeding traffic coming down Christian Hill, and felt having a three-way stop sign at Foundry and Davis would be a great idea.

Jed Barker agreed with the previous comments and suggested it was a matter of time before something catastrophic would happen.

Chairman Brew asked Public Works Director, Bruce Berry, to provide a presentation on upcoming public works, the timeline, and other considerations. Director Berry was unable to show a prepared PowerPoint presentation due to technical difficulties. He indicated that Pennichuck Water Company is expected in after July 4<sup>th</sup>, and would require seven weeks to do the work with two work teams. Federal funds will become available the third week of June. Director Berry indicated that all the work required to be done by Pennichuck and Continental on Foundry Street cannot be done in one year. The area is very congested when school is in session. There are a lot of safety issues and that is the reason for proposing that work extend over two summers. Continental Paving needs seven weeks as well. The School District has asked that we not be under construction at the end and beginning of the school year. Foundry is the only street to be done twice. Vice Chair Akillian felt the timeframe was unfortunate for the people living on Foundry, but there didn't appear to be a way to complete the work over this summer vacation period.

Amily Moore urged the Board to re-examine the schedule of the proposed Foundry Street road construction so that the work could be completed in one year rather than two. Ms. Moore read and distributed a petition to that effect signed by 24 Foundry Street and Boston Post Road residents. Rick Cricenti stated that residents had no indication that this was going to be a multi-year project, and expressed a concern regarding the cost of paving twice.

Randy Lowenberg who lives at 99 Boston Post Road at the corner of Foundry agreed that it made little sense to not continue paving up Boston Post Road and re-route the parade. Paving twice is adding costs to the taxpayers. He recommended starting at Christian Hill and going up to the school. He acknowledged there did not seem to be many alternatives, but that from a project management standpoint, many scenarios could be proposed.

George Quinn suggested that, if funds were not available, perhaps the project should begin at the end of the school year, eliminate or re-route the parade and buy time at the front end.

Randy Lowenberg further commented that there should be a way to overlap the work in order to compress the timeline. He suggested pushing back on Pennichuck Water Company and Continental Paving and letting them know that the work needed to be completed in ten weeks, not 14 weeks. Discussion ensued regarding the need for pressure testing and the time involved in getting that done. It was also mentioned that Pennichuck Water Company is not under contract with the town, as is Continental Paving. The town has no control over Pennichuck Water Company, an independent bureaucracy. However, Pennichuck Water Company must come in and fix water main breaks and the cost of paving is that of Pennichuck Water Company's, not the town.

Vice Chair Akillian reiterated that the timeline just did not allow for the work to be done in one year because it cannot be done when school is in session and it is unlikely that projects can be overlapped. Getting the equipment in and having teams work simultaneously would be a public hazard.

Chairman Brew asked for a show of hands from those wishing to speak about Middle Street. Four were counted.

Amily Moore stated that she was opposed to covering any stop signs, and the Board should consider the safety of walking citizens and children.

Tori Burke also expressed concern about covering up stop signs which could cause accidents. She reminded everyone of their obligation to protect the uniqueness of Amherst Village. She proposed adding more stop signs rather than eliminating any.

Steve Berry agreed and stated we should inconvenience those coming from Mt Vernon rather than our own citizens. There is a lot going on in the summer -- Farmers Market, etc., and we need to figure out the best ways to keep Amherst citizens safe.

Malcolm Brown also felt that speeding traffic is a safety issue. Mr. Brown suggested various locations where stop signs and/or speed bumps would help.

Doug Annal suggested that this is an opportune time to determine whether the town wants to encourage commuter traffic or discourage it, and take action to that end.

Discussion continued. The sense of the Board was to keep the signs in place and not take them down unless safety concerns arose. It was pointed out via a federal government study that stop signs are not intended to control speed.

Robert Melle suggested waiting until 2018 to repair the bridge when NH will provide 80 percent of funding.

#### **IV. D.A.R.E Program Recognition**

Mark Langis, on behalf of the Milford Masonic Lodge, presented a check in the amount of \$500 to the Amherst Police Department D.A.R.E. program. Monies were raised through monthly fundraising breakfasts. Police Chief Mark Reams and Officer Sarah Arnold, the D.A.R.E. coordinator, accepted the donation with appreciation, especially since the funds come from a neighboring Lodge. Mr. Langis pointed out that a number of Lodge members reside in Amherst.

#### **Library Facility Expansion/Renovation Capital Reserve (VIII. f)**

Chairman Brew acknowledged the presence of a number of Library Trustees in attendance: Nancy Baker, Bill Cassidy, Nancy Head and Amy Lapointe. Town Administrator O'Mara indicated that the Library Trustees submitted a request that \$125,000 be withdrawn from the Trust Fund for expenses associated with renovating the library, pursuant to Article 40 which was passed in 2008. Vice Chair Akillian made a motion to withdraw \$125,000 from the Library Facility Expansion Fund balance of \$169,135.76 for said purpose. Seconded by Selectman D'Angelo. Vote 4-0

#### **V. Appointments to Boards, Committees and Commissions**

##### **a. Cemetery Maintenance Finance Committee**

Four candidates expressed an interest in serving. Liz Overholt read a statement from Robert (Bob) Grunbeck. Peter de Bruyn Kops, Stephanie Grund, and Richard (Dick) Lefebvre provided brief comments on their capabilities and desire to serve. Chairman Brew read through the composition of the committee to include a representative from the Board, Cemetery Trustees, Trustees of the Trust Funds, the Amherst Finance Director, and three Amherst citizens appointed by the Board. After discussing the strengths of each candidate vis-à-vis the charge of the committee, Vice Chair Akillian moved to appoint Bob Grunbeck, Peter de Bruyn Kops, and Stephanie Grund to the newly launched Cemetery Maintenance Finance Committee. Selectman Grella seconded. Vote 4-0

A brief discussion took place regarding the chairmanship of the committee. Vice Chair Akillian moved to assign interim chairmanship of the committee to Selectman Galinson. Seconded by Selectman D'Angelo. Vote 4-0

Town Administrator O'Mara will reach out to trustees and counsel regarding the committee's chairmanship.

##### **b. Conservation Commission**

Selectman D'Angelo moved to change the status of Bruce Beckley from Alternate to Full Member and Dr. Paul Indeglia as Alternate and to re-appoint Gary Cole as an Alternate Member and Richard Hart as a Full Member. All terms to expire in 2017. Selectman Grella seconded the motion. Vote 4-0

##### **c. Heritage Commission**

Selectman Grella moved to re-appoint William Ludt and Mary Maher as Full Members and transfer the status of Larry McCoy from Alternate to Full Member. All terms to expire in 2017. Vice Chair Akillian seconded the motion. Vote 4-0

Nancy Spears, Sandra Fraser, and Anne Krantz have not re-applied for their respective positions on the committee. The Board acknowledged their service with thanks.

**d. Historic District Commission**

Selectman Grella moved the re-appointment of Full Members Tracy Veillette, Bruce Fraser, and Helen Rowe, whose terms expire in 2017. Seconded by Selectman D'Angelo. Vote 4-0

**e. Nashua Regional Planning Commission**

Selectman D'Angelo moved to re-appoint Martin Michaelis as a Full Member, term to expire in 2017, and the appointment of Susan Ruch as a Full Member through 2016. Vice Chair Akillian seconded. Vote 4-0

**f. Recreation Commission**

Selectman D'Angelo moved to re-appoint Karen Urbanik as a Full Member, term to expire in 2017, and change the status of Kathleen (Katie) Button from Alternate to Full Member, term to expire in 2015. Seconded by Vice Chair Akillian. Vote 4-0

The Board acknowledged with thanks the services of Addie Hutchinson who was stepping down from the commission.

**g. Souhegan Regional Landfill**

Vice Chair Akillian moved to re-appoint Bruce Berry, DPW Director, as a Full Member whose term will expire in 2018. Selectman D'Angelo seconded. Vote 4--0

**h. Supervisor of the Checklist**

Selectman D'Angelo moved to accept the resignation of Frances Harrow with regret. Selectman Grella seconded. Vote 4-0

Town Administrator O'Mara reported that Jeannie Ludt was nominated by Maggie Paul and Carol H. Holden to replace Fran Harrow as Supervisor of the Checklist through 2016.

**i. Capital Improvement Committee (CIP)**

Vice Chair Akillian moved to appoint Richard Hart as Planning Board Alternate. Seconded by Selectman D'Angelo. Vote 4-0

Town Administrator O'Mara reported that two committee assignments are still pending.

**VI. Department of Public Works**

**a. Continental Paving Contract**

DPW Director Bruce Berry asked the Board to make a change to the agreement entered into with Continental Paving in the amount of \$2,505,752.25 because Pennichuck Water Company's need to complete their water main work would logistically make it impossible for Continental to meet the contract time. The recommended change calls for removing the time penalty for Boston Post and Cross and extend the contract for Foundry to August 25, 2015.

The Board discussed various options available in getting the construction work done with as little inconvenience to the residents as possible – taking into consideration contractor flexibility and crew availability. Selectman Grella moved that the Board approve the suggested changes to the contract in accord with Change Order 01. Vice Chair Akillian seconded. Vote 4-0

Vice Chair Akillian moved to authorize Chairman Brew to sign Change Order 01. Seconded by Selectman D'Angelo. Vote 4-0

**b. 2014 Road Construction – Temporary Signage and Traffic Light**

Director Berry proposed temporary signage at Middle and Amherst Streets. Selectman D'Angelo moved to temporarily remove two stop signs at Amherst and Middle Streets. Seconded by Selectman Grella. Vote 4-0

Chief Reams indicated that they reviewed a variety of options with the primary goal of public safety. Leaving the two stop signs in place seems to be a fair compromise. Vice Chair Akillian asked if the suggested ways to improve the safety of Middle Street that was listed in a recent study would continue to be implemented. Chief Reams was comfortable with the timeframe. Chairman Brew felt it was the sense of the Board to not act on covering two stop signs. Director Berry then suggested adding two stop signs on Main Street and Boston Post Road temporarily. In response to a suggestion made by Selectman Grella to include "stop ahead" signs, Director Berry indicated that the NH Department of Transportation (DOT) requires four sign boards warning drivers of a stop ahead. Chairman Brew suggested that the Safety Committee take a look at proposed actions.

Selectman D'Angelo moved to place stop signs at Main and Middle Streets. Seconded by Vice Chair Akillian. Vote 4-0

**VII. Approvals**

**a. Accounts Payable**

Selectman D'Angelo motioned to approve one (1) FY14 Accounts Payable Manifest in the amount of \$2,235.29 dated March 28, 2014 subject to review and audit. Seconded by Vice Chairman Akillian. Vote 4-0

Selectman D'Angelo motioned to approve one (1) FY14 Accounts Payable Manifest in the amount of \$5,978.69 dated April 14, 2014 subject to review and audit. Seconded by Vice Chairman Akillian. Vote 4-0

Selectman D'Angelo motioned to approve one (1) FY14 Accounts Payable Manifest in the amount of \$37,937.72 dated April 14, 2014 subject to review and audit. (DMV One-check Remittances). Seconded by Vice Chairman Akillian. Vote 4-0

**b. Payroll**

Selectman D'Angelo motioned to approve one (1) FY14 Payroll Manifest in the amount of \$177,402.92 dated March 31, 2014 subject to review and audit. Seconded by Vice Chairman Akillian. Vote 4-0

Selectman D'Angelo motioned to approve one (1) FY14 Supplemental Payroll Manifest in the amount of \$32,601.49 dated March 31, 2014 subject to review and audit. Seconded by Vice Chairman Akillian. Vote 4-0

Selectman D'Angelo motioned to approve one (1) FY14 Payroll Manifest in the amount of \$165,852.01 dated April 14, 2014 subject to review and audit. Seconded by Selectman Grella. Vote 4-0

**c. Minutes**

Vice Chair Akillian motioned to approve the March 24, 2014 Board of Selectmen meeting minutes, with amendments. Seconded by Selectman D'Angelo. Vote 4-0

Selectman D'Angelo motioned to approve the April 1, 2014 meeting minutes. Seconded by Vice Chair Akillian. Vote 4-0

Selectman Grella motioned to approve the April 7, 2014 Board of Selectmen meeting minutes. Seconded by Vice Chair Akillian. Vote 4-0

Selectman D'Angelo motioned to approve the April 8, 2014 Board of Selectmen meeting minutes. Seconded by Selectman Grella. Vote 4-0

#### **d. Abatements**

Town Administrator O'Mara welcomed Richard D. Dorsett, Jr., CNHA, KRT Appraisal who recommended the following actions relative to abatements.

Selectman Grella read a recommendation from KRT Appraisal. The subject is a commercial store complex on a 2.99 acre parcel at 135 Route 101A. The reason for the request was the owner's concern with the assessment when compared with a recent appraisal of \$1,000,000 as of 4/25/13. The appraiser requested information from the owner which was never provided, and has inspected the subject multiple times as several abatement requests have been filed in previous years. Selectman Grella motioned to deny the abatement request for Map 012 Lot 012-000 for 2013. Seconded by Selectman D'Angelo. Vote 4-0

Selectman Grella read a recommendation from KRT Appraisal. The subject property is Fairpoint Communications, DBA Northern New England telephone operations, LLC. Based on the information provided, and/or lack of information, the appraiser found no compelling reason to grant the abatement request. Additionally, the subject is under appeal. Selectman Grella motioned to deny the abatement request for Map 099 Lot 006-000 for 2014. Seconded by Selectman D'Angelo. Vote 4-0

Selectman Grella read the recommendation from KRT Appraisal. The subject property is a 2.26 acre lot with a large barn at 4 Old Manchester Road. The reason for the request is the owner's concern with the assessment when compared with an appraisal of \$140,000 as of 1/16/14. The condition of the buildings on the lot appears to be overstated and an adjustment is warranted. It is the appraiser's opinion that an adjustment is appropriate to reflect the actual shape and topography of the lot. After adjustment the assessment is reduced by \$67,000 to \$196,100. Selectman Grella motioned to approve the abatement request for Map 008 Lot 085-000 in the amount of \$1788 for 2013. Seconded by Selectman D'Angelo. Vote 4-0

Selectman Grella read the recommendation from KRT Appraisal. The subject property is a vacant 2.11 acre lot at Old Manchester Road. The reason for the request is the owner's concern with the assessment when compared with an appraisal of \$70,000 as of 1/16/14. It is the appraiser's opinion that an adjustment is appropriate. Selectman Grella motioned to approve the abatement request for Map 008 Lot 085-001 in the amount of \$1336 for 2013. Seconded by Selectman D'Angelo. Vote 4-0

Selectman Grella read the recommendation from KRT Appraisal. The subject property is a vacant 0.30 acre lot at 110 Amherst Street. The reason for the request is the owner's concern with the assessment. Previously the parcel had a small home on it which the fire department deliberately

305 burned for training purposes in 2006. It no longer meets zoning requirements. Selectman Grella  
306 motioned to approve the abatement request for Map 005 Lot 050-000 in the amount of \$1,198 for  
307 2013. Seconded by Selectman D'Angelo. Vote 4-0  
308

309 Selectman Grella read a recommendation from KRT Appraisal. The subject property is a colonial  
310 style home on a 1.5 acre lot. The reason for the request is the owner's concern with the assessment  
311 when compared with their purchase price of \$335,000 on 10/31/11. It was discovered that the bank  
312 had pre-approved a short sale. This indicates that the sale is not considered a valid transaction and  
313 is not representative of the actual market value. Selectman Grella motioned to deny the abatement  
314 request for Map 016 Lot 024-004 located at 42 Courthouse Road. Seconded by Selectman  
315 D'Angelo. Vote 4-0  
316

317 Selectman Grella read the recommendation from KRT Appraisal. The subject property is a colonial  
318 style home on a 5.9 acre parcel. The appraiser inspected the subject and found no physical data  
319 errors. He reviewed the appraisal and agrees with its value conclusion. Selectman Grella motioned  
320 to approve the abatement request for Map 011 Lot 012-046 located at 2 Chatham Court in the  
321 amount of \$524 for the 2013 tax year. Seconded by Selectman D'Angelo. Vote 4-0  
322

323 Selectman Grella read the recommendation from KRT Appraisal. The subject property is an  
324 antique colonial style home on a 0.44 acre lot. The reason for the request is the owner's concern  
325 with the assessment when compared with an appraisal value indication of \$510,000 as of 2/5/14.  
326 The appraiser inspected the subject property. It was revealed that the condition of the property was  
327 overstated as excellent when, in fact, it is in average condition. A small area of the attic was listed  
328 as finished and the barn was listed as two stories when it is actually a one story with a loft.  
329 Selectman Grella motioned to approve the abatement request for Map 017 Lot 084-000 located at 6  
330 Main Street in the amount of \$3,867 for the 2013 tax year. Seconded by Selectman D'Angelo.  
331 Vote 4-0  
332

#### 333 **e. Tabled Abatements**

334

335 Richard Dorsett indicated that the subject property is a single family detached style condominium.  
336 He reviewed the submitted appraisal and comparable sales within the complex and it appears that  
337 an adjustment is warranted. Vice Chair Akillian motioned to untable and approve the abatement  
338 request for Map 003 Lot 086-003 located at 3 Josiah Bartlett Road in the amount of \$926 for the  
339 2013 tax year. Seconded by Selectman D'Angelo. Vote 4-0  
340

341 Mr. Dorsett then indicated that the subject property located at 48 Green Road is a colonial style  
342 home on a 5.67 acre lot. He took the purchase price and the information from two appraisals into  
343 consideration and applied the Town's ratio of 103.3 to these opinions of value. It indicates an  
344 assessment range of \$509,300 to \$542,300. After reviewing all of the data, it seems that an  
345 adjustment is appropriate. Vice Chair Akillian motioned to untable and approve the abatement  
346 request for Map 007 Lot 094-001 in the amount of \$1,881 for the 2013 tax year. Seconded by  
347 Selectman D'Angelo. Vote 4-0  
348

#### 349 **f. Elderly Exemptions**

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351 Vice Chair Akillian motioned to approve the elderly exemption request for Map 002 Lot 003-009  
352 located at 9 Rocky Hill Road in the amount of \$71,000. Seconded by Selectman D'Angelo. Vote  
353 4-0  
354

Selectman D'Angelo motioned to approve the elderly exemption request for Map 002 Lot 146-043 at 11 Warren Way in the amount of \$71,000. Seconded by Vice Chair Akillian. Vote 4-0

Vice Chair Akillian motioned to approve the elderly exemption request for Map 025 Lot 002-000 at 4 West Street in the amount of \$71,000. Seconded by Selectman D'Angelo. Vote 4-0

**g. Current Use**

Vice Chair Akillian moved to approve the current use application request for Map 007 Lot 033-005 located at 10 High Meadow Lane. The applicant has provided all the required documentation and is applying for 11.8 acres to be placed in current use. Seconded by Selectman D'Angelo. Vote 4-0

Vice Chair Akillian read the recommendation from KRT Appraisal. The applicant, Amherst Land Trust, has deeded conservation restrictions and is applying for 21.64 acres to have a Conservation Restriction Assessment. The parcels qualify for the Conservation Restriction Assessment under RSA 79-B. Vice Chair Akillian moved to approve the Amherst Land Trust Conservation Restriction Assessment application for Map 006 Lot 020-000 and Map 006 Lot 020-001 at Grater Road. Seconded by Selectman D'Angelo. Vote 4-0

Vice Chair Akillian motioned to approve the current use application request for Map 006 Lot 038-021 located at 46 Baboosic Lake Road. The applicant has provided all the required documentation and is applying for 11.36 acres to be placed in current use. Seconded by Selectman D'Angelo. Vote 4-0

**h. Yield Tax**

Selectman D'Angelo moved to approve the yield tax request of John and Renee Turner for Map 004 Lot 037-000 at 11 Cricket Hill Road in the amount of \$1007.47. Seconded by Vice Chair Akillian. Vote 4-0

Selectman D'Angelo moved to approve the yield tax request of Thomas Wilkins for Map 005 Lot 075-000 at Route 13 in the amount of \$623.34. Seconded by Vice Chair Akillian. Vote 4-0

**VIII. Town Administration**

**a. DPW Department Staging Area – Old Nashua Road**

Town Administrator Jim O'Mara presented a map indicating a proposed staging area on Old Nashua Road. DPW Director Berry and Administrator O'Mara would like the Board's authorization before pursuing the matter further and scheduling a site walk, and eventually public hearings. Clearing the lot would save on fuel and be more accessible to the work crews. Selectman Grella suggested using a one acre lot next to the shooting range; however, Director Berry indicated the staging area would have to be larger than one acre. The Board authorized Director Berry to move forward.

**b. Vehicle Bid**

Administrator O'Mara listed the bids received for a town vehicle and proposed the Board award the bid to AutoFair of Manchester, and if approved by the Board, would require their approval of a budget transfer. Selectman D'Angelo indicated that this came about when, on a stormy day, the building inspector was seen about town with the town truck. Approving this replacement vehicle would save the town approximately \$10,000. Selectman D'Angelo moved to award the vehicle bid



to AutoFair of Manchester (the lowest bidders) in the amount of \$22,232 for a 2014 Ford Escape. Vice Chair Akillian seconded. Passed 4-0

Selectman D'Angelo motioned the approval of a FY14-16 budget transfer from the "Equipment Lease Purchase" account to "New Equipment" account in the amount of \$18,000. Vice Chair Akillian seconded. Passed 4-0

#### **East Coast Signals**

Administrator O'Mara then requested the Board approve a bid made by East Coast Signals for a 3-month rental of a temporary traffic light to be placed at the intersection of Amherst and Middle Streets.

Selectman D'Angelo motioned to approve the bid for the traffic light in the amount of \$17,700. Seconded by Vice Chair Akillian. Passed 4-0

The question was raised as to whether the light would have a pedestrian button and there was expressed curiosity as to the fair market value and what the price might be for a four month rental. Director Berry indicated that there was no time to shop around. The signal needs to be in place two weeks prior to work start-up. Director Berry will find out what a fourth month's rental cost might be and will check on the pedestrian button.

#### **c. AFG Grant Acceptance**

Town Administrator O'Mara advised the Board that the Amherst Fire Department has been awarded the NH Competitive Homeland Security Grant, better known as the AFG Grant, in the amount of \$165,399. As a competitive grant, there are no matching funds required.

Selectman Grella moved that the Board accept the NH Competitive Homeland Security Grant with thanks to Fire Chief Boynton for a job well done. Selectman D'Angelo seconded the motion. Vote 4-0

#### **d. Ordinance Enactment Middle Street**

Administrator O'Mara asked the Board to establish the following two ordinances:

Selectman Grella moved, pursuant to and consistent with NH RSA 41:11 and RSA 47:17 VIII (a), to establish two pedestrian caution signs to alert both northbound and southbound traffic along Middle Street. The ordinance becomes effective May 1, 2014. Seconded by Selectman D'Angelo. Vote 4-0

#### **e. Ordinance Enactment Border Street**

Pursuant to and consistent with NH RSA 41:11 and RSA 47:17 VIII (a), and because Border Street meets the definition of "urban resident district" under RSA 265:60 with a corresponding *prima facie* speed limit of 30 MPH.

Selectman Grella moved to establish one 30 MPH speed limit sign at Merrimack Road and Border Street, and one 30 MPH speed limit sign at Border Street and Amherst Street. The ordinance becomes effective May 1, 2014. Vice Chair Akillian seconded. Vote 4-0

#### **f. Library Facility (previously discussed)**

#### **g. Hawkers and Vendors Applications**

Selectman Grella moved to grant a Hawkers & Peddlers permit to Brian McGuigan/Edward Jones effective from April 1, 2014 through March 20, 2015. Seconded by Selectman D'Angelo. Vote 4-0

Selectman Grella moved to grant Hawkers & Peddlers permit to Mardi Wilson DBA Taste Kone, LLC from April through October 2014. Seconded by Selectman D'Angelo. Vote 4-0.

**h. DRA's 2013 Cyclical Revaluation Review**

Town Administrator O'Mara presented the 2013 DRA Report which included 12 random residential properties with all data being compared to the physical features found on each property during Greg Heyn's (Monitor for the NH Department of Revenue and Property Division) physical inspection of each property. No errors were discovered and the data was accurately reported. All 12 properties received a perfect score of zero. No action is required by the Board.

**i. Third Quarter Finance Update**

Town Administrator O'Mara reported on the status of the third quarter financials and expenditure reports. It is expected that spending should be at 75% by the third quarter of the year. The town is currently under-spent by eight percent or 68.91%. Administrator O'Mara went over a number of items: account number 4290, Emergency Management, overspent due to Code Red software shared with Mt Vernon; account number 4215, Emergency Medical Services, due to part time wages based on the number of calls; account number 4210, Police Department, is under-budget due to vacancies. Account number 4415, Health Agencies and Hospitals, and 4525, Peabody Mill Environmental Center, are single disbursements; and account number 4522, Parks and Grounds, expends most of their funds in July, August, and September.

Selectman D'Angelo suggested borrowing engineering funds for bridge repairs, then getting reimbursed by the state. Eighty percent of costs would be returned. Chairman Brew noted that voters had approved \$2.1 million and project costs are less than that. Discussion ensued and Director Berry assured the Board that nothing is being done that would "mess up" reimbursement funding.

**Resignation**

Administrator O'Mara reported on the resignation of Sarah Marchant, Community Development Director, and said job specifications would be out soon.

Selectman D'Angelo moved to accept Ms. Marchant's resignation with considerable regret. Seconded by Vice Chair Akillian. Vote 4-0

**j. Stormwater Coalition – No updates to report.**

**k. Right-to-Know – No updates to report.**

**Recreation Director Position** – Administrator O'Mara described the process for interviewing and ranking the 30 applications received to date. Posting ends Friday, April 18<sup>th</sup>, 2014. Executive Assistant, Torrey Demanche, will prepare packets of cover letters and resumes. We will rank and invite ten candidates to interview during the first week of May from 5:30 to 8:30. The interview team will consist of Chairman Brew, Selectman Galinson, Vice Chair Akillian as Alternate; Administrator O'Mara, SAU Representative, Porter Dodge, Principal at Amherst Middle School; Amy Lapointe, Library Director; Wendy Rannenberg and Katie Button of the Recreation Commission, and Arene Berry Recreation Director from the Town of Milford. A recommendation may be brought to the Board at its May 12<sup>th</sup> meeting.

506  
507 **Non-Public Session**  
508

509 Selectman Grella moved to enter non-public session at 10:15 p.m. pursuant to NH RSA 91-A:3 II (b),  
510 seconded by Vice Chair Akillian. Roll Call: Akillian-yes, Brew-yes, Grella-yes, D'Angelo-yes. Vote  
511 was unanimous.  
512  
513  
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515

516 April 14, 2014  
517 BOS Meeting  
518  
519

520 Non-Public Session 10:15 p.m.  
521

522 The Board and the Town Administrator discussed the hiring of a public employee.  
523

524 Vice Chairman Akillian moved to exit non-public session at 10:45 p.m., seconded by Selectman Galinson. Roll  
525 Call: D'Angelo-yes, Brew-yes, Grella-yes, Akillian-yes, Galinson-yes. Vote was unanimous.  
526

527 Chairman Brew stated that in the non-public session no motions were made and no votes were taken.  
528

529 Selectman D'Angelo moved to adjourn the meeting at 10:46 p.m., seconded by Selectman Grella. The motion  
530 passed unanimously.  
531