



**Town of Amherst, NH**  
**BOARD OF SELECTMEN MINUTES**  
**Barbara Landry Meeting Room**  
**2 Main Street**  
**Monday, March 10, 2014 at 6:30 PM**

**Call to Order 6:30 PM:** Chairman Dwight Brew called the meeting to order at 6:38 pm. Attendees: Chairman, Dwight Brew; Vice Chairman, Brad Galinson; Selectmen Mike Akillian and Tom Grella. Also present: Town Administrator, Jim O'Mara and Executive Assistant, Torrey Demanche taking minutes.

Selectman D'Angelo was excused.

**Pledge of Allegiance** – Katherine Lockwood led the pledge.

**Citizen Forum** – EMS Director Brian Gleason thanked the Board of Selectmen for bringing the Strategic Planning forward. This process gave the public the opportunity to learn more about what each division does. Tomorrow's vote is not about pass or fail; it is about the direction and future of the town. The EMS Division has a lot riding on tomorrow's vote as well as the other public safety divisions in the town. Director Gleason appreciated the effort of the Board for getting the word out and thanked them again for their work.

**I. Approvals**

**New Road Loan**

Finance Director Paul Hebert presented new loan agreement for the latest road construction. The terms of the agreement are at 2.3% interest on a ten year note through Lake Sunapee Bank. The financing paperwork has been reviewed by legal counsel. If this loan is approved by the Board, this will leave a 6.675 million dollar balance for future road bonds. Director Hebert further explained that after this loan is in place, the Finance Department will be going through the necessary steps to determine if rolling all five loans into one bond will be a savings to the town.

Selectman Akillian motioned for the Board to approve and execute the loan agreement presented by Finance Director Hebert through Lake Sunapee Bank for road repairs. Seconded by Selectman Grella. Vote 4-0

**Payroll**

Vice Chairman Galinson motioned to approve one (1) FY14 Payroll Manifest in the amount of \$179,053.78 dated March 4, 2014 subject to review and audit. Seconded by Selectman Grella. Vote 4-0

## **Accounts Payable**

Vice Chairman Galinson motioned to approve one (1) FY14 Accounts Payable Manifest in the amount of \$24,685.37 dated March 10, 2014 subject to review and audit. Seconded by Selectman Grella. Vote 4-0

Vice Chairman Galinson motioned to approve one (1) FY14 Accounts Payable Manifest in the amount of \$237,673.67 dated March 10, 2014 subject to review and audit. Seconded by Selectman Grella. Vote 4-0

## **Minutes**

Selectman Akillian motioned to approve Board of Selectmen minutes of January 13, 2014 with amendments. Seconded by Selectman Grella. Vote 4-0

Selectman Akillian motioned to table the Board of Selectmen minutes of February 24, 2014. Seconded by Selectman Grella. Vote 4-0

## **Abatements**

Vice Chairman Galinson explained that the property at Map 007, Lot 083-001 is a raised ranch style home on a 7.32-acre parcel. The reason for the request is the owner is concerned with the assessment when compared with the purchase price of \$183,000 on August 27, 2012. The current value is at \$228,892. After inspection, the current data needed to be updated and the majority of the lot is extremely wet and unusable. It is in the opinion of KRT Appraisal that the condition factor should be applied to recognize the topography.

Vice Chairman Galinson motioned for the Board to approve the abatement request of Map 007, Lot 083-001 in the amount of \$1,994.00. Seconded by Selectman Grella. Vote 4-0

Vice Chairman Galinson explained that the property at Map 007, Lot 094-001 is a colonial style home on a 5.67-acre parcel. The reason for the request is the owner is concerned with the assessment when compared with the purchase price of \$493,000 on March 15, 2013. After reviewing all of the data, KRT Appraisal recommended that an adjustment is appropriate.

Vice Chairman Galinson motioned for the Board to approve the abatement request of Map 007, Lot 094-001 in the amount of \$1,881. Seconded by Selectman Akillian. Vote 4-0

Vice Chairman Galinson explained that the property at Map 003, Lot 086-003 is a single family detached style condominium. The reason for the request is the owner is concerned with the assessment when compared with comparable sales within the development and an appraisal value indication of \$262,500 as of May 31, 2013. After adjustment the assessment is reduced by \$35,000 to \$268,900 and it is recommended by KRT Appraisal that an abatement be granted.

The Board discussed the explanations provided for the two most recent abatement requests. "After adjustment the assessment is reduced by ..." In the past, and as seen in the first abatement request, KRT Appraisal has supplied a more in-depth explanation to include what findings triggered the abatement to be amended. Example: The property was listed as good and after review it was found to be fair or after inspection, the current data needed to be updated and the majority of the lot is extremely wet and unusable.

Vice Chairman Galinson motioned for the Board to reconsider the abatement request of Map 007, Lot 094-001 in the amount of \$1,881. Seconded by Selectman Akillian. Vote 4-0

Vice Chairman Galinson motioned for the Board to table the abatement request of Map 007, Lot 094-001 in the amount of \$1,881 and to instruct Town Administrator O'Mara to request that KRT Appraisal provide a refined explanation for the recommendation. Seconded by Selectman Grella. Vote 4-0

Vice Chairman Galinson motioned for the Board to table the abatement request of Map 003, Lot 086-003 in the amount of \$926 and to instruct Town Administrator O'Mara to request that KRT Appraisal provide a refined explanation for the recommendation. Seconded by Selectman Grella. Vote 4-0

Vice Chairman Galinson explained that the property at Map 008, Lot 057-000 is an 11.25 acre vacant lot in Current Use that was purchased on 08/12/11 for \$340,000. Construction of Labelle Winery began in January of 2012, which disqualified the land from remaining in Current Use. A Land Use Change Tax (LUCT) was assessed in the amount of \$34,000. Subsequently, the taxpayer filed an appeal in Superior Court based on their opinion that the LUCT should have only been on 1.71 acres and the remaining acreage could qualify for current use under CUB 301.01(b). However, the exception for current use qualified for land with less than 10 acres requires that the land owner provide receipts totaling at least \$2,500 for the sale of agricultural products. The receipts have not been provided to date. At the November 2013 BOS meeting Attorney Bill Drescher requested authority from the Board of Selectmen to settle this case by offering a LUCT abatement of \$5,000.

Vice Chairman motioned for the Board to approve the LUCT abatement for Map 008, Lot 057-000 in the amount of \$5,000. Seconded by Selectman Grella. Vote 4-0

### **Veteran Tax Credit**

Vice Chairman Galinson motioned for the Board to approve the Veteran Tax Credit for Map 008, Lot 077-008 in the amount of \$500. Seconded by Selectman Grella. Vote 4-0

Vice Chairman Galinson motioned for the Board to approve the Veteran Tax Credit for Map 010, Lot 027-000 in the amount of \$500. Seconded by Selectman Grella. Vote 4-0

Vice Chairman Galinson motioned for the Board to approve the Veteran Tax Credit for Map 005, Lot 111-001 in the amount of \$500. Seconded by Selectman Grella. Vote 4-0

### **Elderly Exemption**

Vice Chairman Galinson explained that Tax Collector Gail Stout reviewed the application and verified the documents provided. Tax Collector Stout recommended that the Board approve the Elderly Exemption application.

Vice Chairman Galinson motioned for the Board to approve the Elderly Exemption for Map 002, Lot 002-047 in the amount of \$71,000. Seconded by Selectman Grella. Vote 4-0

### **Added Tax Warrant**

Vice Chairman Galinson explained that the added Tax Warrant request is a supplemental tax bill to Comcast for its use of the right-of-way property for the telephone poles. The tax exemption for telecommunications has expired (wooden telephone poles and conduits for public service lines) and the property tax was not previously assessed.

Vice Chairman Galinson motioned for the Board to approve the Supplemental Tax Warrant request for Map 099, Lot 005-000 be approved in the amount of \$15,129 for the 2013 tax year. Seconded by Selectman Grella. Vote 4-0

Chairman Brew explained that a Board of Health meeting is scheduled for this evening and confirmed that all interested parties for the hearing were in attendance and all were available.

Selectman Grella motioned to recess the Board of Selectmen meeting at 6:55 pm and to convene a Board of Health meeting. Seconded by Vice Chairman Galinson. Vote 4-0

The Board of Selectmen entered into the Board of Health meeting.

Vice Chairman Galinson motioned to adjourn the Board of Health meeting at 7:15 and to reconvene the Board of Selectman meeting. Seconded by Chair Brew. Vote 4-0

Chairman Brew called the meeting back to order at 7:15 pm

#### **Recreation Director – Retirement**

Town Administrator O'Mara advised the Board that Recreational Director Nancy McMillan has turned in a letter with the intent to retire on March 28, 2014.

Selectman Grella motioned for the Board to accept Recreational Director Nancy McMillan's retirement letter with regret and to further thank her for her services to the Town of Amherst and the Amherst Recreation Department. Seconded by Selectman Akillian. 4-0

Town Administrator O'Mara will review the current Recreation Director Job Description with Director McMillan and work to getting the recruitment process started. Vice Chairman Galinson and Chairman Brew will assist in the process with Selectman Akillian serving as an alternate. Town Administrator O'Mara will forward the job description and potential recruiting venues to get the process of finding a replacement started.

#### **Nomination – Minute Taker**

Town Administrator O'Mara nominated Suzanne Beauchesne from Suncook NH for the position of minute taker for the Board of Selectmen. Ms. Beauchesne has served as a minute taker for the NH Board of Architects and Board of Manufactured Housing Parks. She has spent a number of years "freelancing" as a transcriptionist. Most of my work included audiotape transcription of conference proceedings, speeches, interviews and focus group meetings. The Administration would like to have her start with the March 24, 2014, Board of Selectmen meeting working beside Executive Assistant Torrey Demanche for the first meeting to assist in the transition into Amherst's Board of Selectmen meeting process.

No motion was necessary.

196 **Village Green – Amherst Jr. Women’s Club**

197  
198 Town Administrator O’Mara presented a request from Alison Batey and on behalf of the Amherst  
199 Junior Women's club for the use of the green on April 12th from 8am -12pm for our annual Easter Egg  
200 Hunt. The actual event will be from 10-11 with setup and clean up before and after.  
201

202 Selectman Grella motioned for the Board to authorize the use of the Village Green on April 12, 2014  
203 between the hours of 8 am and 12 pm for the Amherst Junior Woman’s Club Annual Easter Egg hunt.  
204 Seconded by Selectman Akillian. Vote 4-0  
205

206  
207 **Board of Selectmen Calendar**

208  
209 Town Administered O’Mara presented two calendars for the Board’s review. The calendars are the  
210 basic Board of Selectmen meeting schedule for 2014 and 2015. The Board typically meets the second  
211 and fourth Monday of each month; however, some Monday holidays conflict with the schedule. The  
212 Board will review the schedule and move to change the meeting dates at the next meeting. Town  
213 Administrator O’Mara asked that the calendar be made available on the website.  
214

215 **Right-to-Know**

216  
217 Town Administrator O’Mara stated that the Right-to-Know complaint filed by Fernald, Taft, Falby &  
218 Little has been withdrawn. The claim was filed when the requested information was being delivered.  
219 No further action will be taken. There are no pending Right-to-Know requests at this time.  
220

221 **Stormwater Coalition**

222  
223 Town Administrator O’Mara stated that there are no Stormwater Coalition updates at this time.  
224

225 **Old and New Business**

226  
227 The Board confirmed that a joint meeting will take place on Tuesday, March 18, 2014, at the EMS  
228 Conference Room between the Board of Selectmen, Amherst Cemetery Trustees, and the Trustees of  
229 the Trust Funds. The joint meeting will focus discussions on the finances and procedures only. There  
230 will be no land discussions will take place. The meeting will be posted as a regular meeting by all  
231 three boards. The Board of Selectmen is pleased that all boards are willing to come together and this is  
232 a good first step for all to understand each other’s roll in the processes.  
233

234 Town Administrator O’Mara announced that tomorrow is voting day. The polls open at 6am and  
235 closed at 8 pm. He encouraged anyone to see Town Clerk Nancy Demers or Moderator Steve  
236 Coughlan if you have any questions about the voting process in town. Tomorrow is a voting day that  
237 does not require Board of Selectmen members to be present; although, historically the Board does stop  
238 in. The Board is only required to be present at State and Federal elections.  
239

240  
241 **Adjourn**

242  
243 Selectman Grella motioned to adjourn the meeting at 7:40 pm. Seconded by Vice Chairman Galinson.  
244 Vote 4-0