



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, April 6, 2015

1. Public Session

Chairman Dwight Brew called the meeting to order at 6:30 p.m. Attendees: Chairman Dwight Brew, Vice Chairman John D'Angelo, Selectmen Tom Grella, Nate Jensen, and Reed Panasiti. Also present: Town Administrator, Jim O'Mara, and Suzanne Beauchesne taking minutes.

2. **Pledge of Allegiance** – Police Chief, Mark Reams, led the pledge.

3. **Citizens Forum** – There was no citizen input.

4. Board Assignments – 2016

Chairman Brew read through Board assignments.

Officers of the Board were determined at the Board meeting of March 23rd as follows:

Chairman	Dwight Brew
Vice Chairman	John D'Angelo
Clerk	Nate Jensen
Selectman	Tom Grella
Selectman	Reed Panasiti

Selectmen assignments by the Chair 2015-2016.

Legislative Liaison	Dwight Brew
NHMA Liaison	Reed Panasiti
Safe Routes to Schools	Dwight Brew

Commissions

Conservation Commission	Dwight Brew
Heritage Commission	Tom Grella
Historic District Commission	Tom Grella
Nashua Regional Planning Commission	Dwight Brew

Committees

Capital Improvement Committee	John D'Angelo (Primary)
Capital Improvement Committee	Nate Jensen (Alternate)
Highway Safety Committee	Tom Grella
Stormwater II Committee	Tom Grella
Sewage Committee	Nate Jensen
Facility/Vehicle Committee	Nate Jensen

Liaisons

Amherst/Souhegan/SAU 39 Boards
Cemetery Trustees
Library Trustees

Reed Panasiti
Nate Jensen
Dwight Brew

Boards

Planning Board
PB Alternate

John D'Angelo
Tom Grella

5. Appointment – Library Trustee Alternates

Vice Chairman D'Angelo moved to appoint Dick Martini, Stephen Mantius and Rande Neukam as alternates to the Library Board of Trustees for one year terms. Seconded by Selectman Jensen. Vote 5-0

Town Administrator Jim O'Mara distributed a revised list of Capital Improvement Projects (CIP) for Board members review to be ratified at the next BOS meeting. Administrator O'Mara also mentioned that anyone interested in serving on Board Commissions or Committees should express their interest via email to Administrator O'Mara. Vacancies exist on the Planning Board, Sewer Committee, and the Conservation, Heritage, Historic District, Recreation, Road, and Nashua Regional Planning Commissions.

6. Town Administrator's Report

6.1 Certificate of Adoption Hazard Mitigation Plan 2015

Town Administrator, Jim O'Mara, asked that the Board approve an updated Hazard Mitigation Plan which is required by 44 CFR 201.6 and the Federal Emergency Management Agency (FEMA), and will allow the Town of Amherst to continue to be eligible for funding in the event of future hazards. A full copy of the plan is available on the Town's website.

Selectman Grella moved to adopt the Town of Amherst Hazard Mitigation Plan Update 2015. Seconded by Vice Chairman D'Angelo. Selectman Jensen read through the resolution. Vote 5-0

6.2 DPW Operations Review - Update

Town Administrator O'Mara reported that he and DPW Director Bruce Berry met with Robin Haley of Matrix who will be returning Thursday to begin interviews with DPW personnel. The program review is expected to last 12 weeks, or before the new fiscal year begins. Administrator O'Mara will provide further updates.

6.3 Fire Chief Recruitment - Update

Administrator O'Mara indicated that application submissions closed on April 2nd. There were 32 applicants. Essay questions will be sent to most of the candidates on April 8th and due back by April 24th. Telephone interviews with 10 to 12 applicants will be conducted. It is expected that five to eight candidates will be put through an assessment process in the third week of May. Four finalists will be submitted to the Town Administrator for Board interviews which could take place the first week of June.

6.4 Police Motorcycle Lease

Police Chief Reams came forward and stated that since 2001 the Police Department leased a motorcycle from Harley Davidson. In the past, BMW cycles were priced higher than Harley's. Now, BMW is looking to have greater presence in the New England area. Over the last six months, the Police Department has been able to negotiate with BMW for a superior and safer motorcycle at an equal price to Harley's. Chief Reams sought Attorney Drescher's counsel who provided his blessing. Chief Reams also indicated that the same insurance coverage would be in force and there is no intention to purchase the motorcycle at the end of the lease agreement.

Selectman Grella moved to authorize Chief Reams to enter into a four-year lease agreement with BMW for a motorcycle at a cost of \$4,392.48 per year. Vice Chairman D'Angelo seconded. Vote 5-0

Vice Chairman D'Angelo moved to authorize Chairman Brew to sign off on the BMW lease agreement. Selectman Jensen seconded. Vote 5-0

6.5 Town Administrator's Goals - 2015

The Board read through the Town Administrator's goals for the period January through December 2015. Selectman Jensen moved to approve the 2015 goals as written. Seconded by Vice Chairman D'Angelo. Vote 5-0

Selectman Panasiti suggested including the development of a handout or guidelines that would provide volunteers with some orientation and expectations. Chairman Brew felt that might be a Board role. Selectman Panasiti will provide sample documents.

7. Pipeline Update

Vice Chairman D'Angelo indicated that a firestorm has developed on social media about some of the media coverage (specifically the headlines) of the findings reported in the Conservation Commission's Preliminary Environment Assessment for the proposed pipeline. The Pipeline Task Force (PTF), at its upcoming Thursday meeting, will be discussing several documents to be posted to the website – some of which might generate controversy on their substance, not on press coverage. Vice Chairman D'Angelo asked whether the Board wished to approve documents and other information prior to being included on the Town's website.

Chairman Brew stated that the decision making audience includes FERC and the Site Evaluation Committee and believes this audience is not likely to make its decision based on headline articles. Further, Chairman Brew suggested that the Board need not "be in lock step with the PTF or Conservation Commission". The Select Board did not wish to filter information to be posted onto the website regarding the pipeline.

Vice Chairman D'Angelo suggested that he may recess the PTF as summer approaches. Chairman Brew will draft a letter to Allen Fore to follow-up on a previously agreed upon meeting to discuss alternative routes.

8. Right to Know Requests

Town Administrator O'Mara reported that one oral request for the work schedule of the Building Inspector from October 1st, 2014 to date was satisfied on March 27, 2015.

9. Old and New Business

Chairman Brew referenced a thank you letter sent to the Conservation Commission for a thorough job in preparing the Preliminary Environment Assessment for the Proposed Northeast Energy Direct Pipeline.

Town Administrator O'Mara provided an update on the fire truck purchase and on Engine 2. Acting Fire Chief, Matt Conley, is awaiting specifications on two models that are available and is working out remaining details to secure the Homeland Security grant that will allow purchase of the fire truck. Specifications are expected by week's end. Engine 2 has passed inspection and will meet the Town's needs for the short term.

Selectman Jensen indicated that John Post of the Ways and Means Committee will be available to make a presentation to the Board regarding a streamlined budget process at the Board's May meeting. Administrator O'Mara asked that Mr. Post provide an advanced copy of his presentation.

10. Approvals

10.1 Abatement Recommendations

Selectman Panasiti moved to approve the abatement recommendation for a 1.43 acre, cape style property, located at 134 Amherst Street, Map/Lot 005-095-000, in the amount of \$603. Seconded by Selectman Jensen. Vote 4-1 (Selectman Grella opposed)

Selectman Panasiti moved to approve the abatement recommendation for a vacant 2.3 acre lot located at Boston Post Road, Map/Lot 004-076-000, in the amount of \$3,842.19. Seconded by Selectman Grella. Vote 5-0. The property is owned by the U.S. Treasury Department. Town Administrator O'Mara will follow-up on the matter. **[The Board later agreed to table this abatement request].**

Selectman Panasiti moved to deny the abatement requests for condominium units 1-3-4-5 located at 107 Ponemah Road, Map/Lot 001-020-000-001, 001-020-000-003, 001-020-000-004 and 001-020-000-005. Seconded by Selectman Jensen. Vote 5-0

Selectman Panasiti moved to deny the abatement request for various poles/lines of FairPoint Communications, Map/Lot 099-006-000. Seconded by Vice Chairman D'Angelo. Vote 5-0

Selectman Panasiti moved to approve the abatement request for a condominium located at 23 Scottie Way, Map/Lot 004-047-001-015, in the amount of \$344. Seconded by Selectman Grella. Vote 5-0

Selectman Panasiti moved to approve the abatement request for a 1.5 acre cape style property located at 1 Martingale Road, Map/Lot 004-101-002, in the amount of \$832. Seconded by Selectman Grella. Vote 5-0

Selectman Panasiti moved to deny the abatement request for a condominium unit located at 38 Josiah Bartlett Road, Map/Lot 003-086-038. Seconded by Vice Chairman D'Angelo. Vote 5-0

Selectman Grella moved to table the 2013 Tax Year abatement requested by a commercial property located at 135 Route 101A, Map/Lot 012-012-000 in the amount of \$5,033. Seconded by Vice Chairman D'Angelo. Vote 5-0

10.2 Veteran Tax Credit

Selectman Grella moved to approve the Veteran Tax Credit for Map 007, Lot 087-001 located at 7 Mont Vernon Road in the amount of \$500. Seconded by Vice Chairman D'Angelo. Vote 5-0

Selectman Grella moved to approve the Veteran Tax Credit for Map 004, Lot 045-014 located at 21 Deerwood Drive in the amount of \$500. Seconded by Vice Chairman D'Angelo. Vote 5-0

Selectman Grella moved to approve the Veteran Tax Credit for Map 004, Lot 705-005 located at 15 Mosswood Circle in the amount of \$500. Seconded by Vice Chairman D'Angelo. Vote 5-0

Selectman Grella moved to approve the Veteran Tax Credit for Map 008, Lot 053-017 located at 9 Winterberry Drive in the amount of \$500. Seconded by Vice Chairman D'Angelo. Vote 5-0

Current Use Application

Selectman Grella moved to grant the Current Use Application for Map 006-004-000/006-088-000, located at 12 & 14 Pavilion Road. Seconded by Vice Chairman D'Angelo. Vote 5-0

10.3 Disabled Tax Deferral - 2014

Selectman Grella moved to approve the 2014 Disabled Tax Deferral for Map 002, Lot 146-027 in the amount of \$4,777. Seconded by Vice Chairman D'Angelo. Vote 5-0

10.4 Eversource Easement Request

Town Administrator O'Mara reported that Eversource (formerly PSNH) has requested an easement for the installation of utility poles and distribution wires from the west side of Manchester Road to the Town-owned property (Lot 18-41-1) on the east side of the road. Contact was made with Attorney Drescher and it appears that granting the utility easement may pose complications regarding conservation land, charitable trust. Administrator O'Mara will contact Eversource to discuss options and report back to the Board at its next meeting.

10.5 Payroll Manifest

Vice Chairman D'Angelo moved to approve one (1) FY15 Accounts Payable Manifest in the amount of \$172,999.38 dated March 31, 2015, subject to review and audit. Seconded by Selectman Jensen. Vote 5-0

10.6 Accounts Payable

Vice Chairman D'Angelo moved to approve one (1) FY15 Accounts Payable Manifest in the amount of \$292,759.09 dated April 6, 2015, subject to review and audit. Seconded by Selectman Jensen. Vote 5-0

Vice Chairman D'Angelo moved to approve one (1) FY15 Account Payable Manifest in the amount of \$34,681.34 dated April 2, 2015, subject to review and audit (Town Clerk Transfers to the State of NH). Seconded by Selectman Jensen. Vote 5-0

10.7 Minutes

Vice Chairman D'Angelo moved to approve the Board of Selectmen meeting minutes of Monday, March 23, 2015, as amended. Seconded by Selectman Jensen. Vote 5-0

Amendment: Change to reflect that Walter Colby mentioned on Line 274 is the firefighter mentioned on Line 278. Line 315: Change spelling of Matarazzo to Raduazzo

Follow-Up Recap

Selectman Jensen recapped four action items to include: 1) Board to review revised Capital Improvement Projects; 2) forward to NRPC the Hazard Mitigation resolution; 3) Selectman Panasiti to provide sample guideline documents or handouts on volunteer orientation/expectations; and 4) Chairman Brew to draft a follow-up letter to Allen Fore of Kinder Morgan.

Chairman Brew asked Administrator O'Mara to include a "Follow-Up Recap" section on all future agenda.

11. Non-Public Session NH RSA 91-A:3 II (a)

Vice Chairman D'Angelo moved to enter into non-public session at 8:00 p.m. pursuant to NH RSA 91-A:3 II (a). Second by Selectman Panasiti. Roll Call: Brew-yes, D'Angelo-yes, Grella-yes, Jensen-yes, and Panasiti-yes. Vote was unanimous, 5-0.

The Board and Town Administrator O'Mara discussed the hiring of a public employee. Vice Chairman D'Angelo moved to exit non-public session at 8:15 p.m. Second by Selectman Panasiti. The vote was unanimous, 5-0. Chairman Brew stated that in non-public session no motions were made and no votes were taken.

Selectman Jensen moved to enter non-public session at 8:16 p.m. pursuant to NH RSA 91-A:3 II (e). Second by Selectman Grella. Roll Call: Brew-yes, D'Angelo-yes, Grella-yes, Jensen-yes, and Panasiti-yes. Vote was unanimous, 5-0.

The Board and Town Administrator O'Mara discussed the leasing of land. The Board exited non-public session at 8:32 p.m. Chairman Brew stated that in non-public session no motions were made and no votes were taken.

12. Adjourn

Selectman Panasiti moved to adjourn the meeting at 8:33 p.m. Second by Selectman Grella. The vote was unanimous, 5-0.

