



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, April 15, 2024, 6:30PM

Attendees: Chairman Danielle Pray, Selectman Bill Stoughton, Selectman Cynthia Dokmo,
Selectman Peter Lyon, and Selectman Tom Grella

1. Call to Order

Chairman Danielle Pray called the meeting to order at 6:30 p.m.

2. Pledge of Allegiance – led by Lovell Ted Landon.

3. Citizens Forum

None at this time.

4. Scheduled Appointments

4.1 Seasonal Specialty Store, Hawkers & Vendors Permit

A MOTION was made by Selectman Lyon and SECONDED by Selectman Stoughton to approve the Hawkers, Peddlers, and Vendors permit for Seasonal Specialty Stores.

Vote: 5-0-0; motion carried unanimously.

5. Board of Selectmen, Committees, Commissions, and Boards

5.1 Appointments

BICYCLE & PEDESTRIAN COMMITTEE

Tom Christensen, Member Reappointment 3-year term, 2027

Jeff Thompson, Member New Appointment 3-year term, 2027

John Harvey, Alternate Reappointment 3-year term, 2027

A MOTION was made by Selectman Lyon and SECONDED by Selectman Stoughton to appoint Tom Christensen, Jeff Thompson, and John Harvey to the Bicycle & Pedestrian Advisory Committee for terms ending in 2027.

Vote: 5-0-0; motion carried unanimously.

CEMETERY TRUSTEE

Lovell Landon, Interim Appointment 1 year term, 2025

A MOTION was made by Selectman Dokmo and SECONDED by Selectman Stoughton to appoint Lovell Landon to an interim Cemetery Trustees appointment for a term ending in 2025.

Vote: 4-0-1; motion carried [Selectman Grella abstaining.]

CONSERVATION COMMISSION

Lee Gilman, Member Reappointment 3-year term, 2027

Mark Bender, Member Reappointment 3-year term, 2027

A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to reappoint Lee Gilman and Mark Bender to the Conservation Commission for terms ending in 2027.

Vote: 5-0-0; motion carried unanimously.

FOURTH OF JULY COMMITTEE

Tom Darnall, Member Reappointment 3-year term, 2027

A MOTION was made by Selectman Lyon and SECONDED by Selectman Grella to reappoint Tom Darnall to the Fourth of July Committee for a term ending in 2027.

Vote: 5-0-0; motion carried unanimously.

HERITAGE COMMISSION

John Bement, Member Reappointment 3-year term, 2027

A MOTION was made by Selectman Grella and SECONDED by Selectman Lyon to reappoint John Bement to the Heritage Commission for a term ending in 2027.

Vote: 5-0-0; motion carried unanimously.

HISTORIC DISTRICT COMMISSION

Doug Chabinsky, Member Reappointment 3-year term, 2027

A MOTION was made by Selectman Grella and SECONDED by Selectman Stoughton to reappoint Doug Chabinsky to the Historic District Commission for a term ending in 2027.

Vote: 5-0-0; motion carried unanimously.

LIBRARY TRUSTEES

Bill Cassidy, Alternate Reappointment 1 year term, 2025

Jim Kuhnert, Alternate Reappointment 1 year term, 2025

A MOTION was made by Selectman Dokmo and SECONDED by Selectman Stoughton to reappoint Bill Cassidy and Jim Kuhnert as alternates to the Library Trustees for terms ending in 2025.

Vote: 5-0-0; motion carried unanimously.

NASHUA REGIONAL PLANNING COMMISSION

Danielle Pray Reappointment 4 Year term, 2028

A MOTION was made by Selectman Lyon and SECONDED by Selectman Dokmo to appoint Danielle Pray to the Nashua Regional Planning Commission for a term ending in 2028.

Vote: 4-0-1; motion carried [Chairman Pray abstaining.]

86
87 **SOUHEGAN REGIONAL LANDFILL DISTRICT REPS.**

88 Eric Slosek, Member Reappointment 3-year term, 2027

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90 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*
91 *reappoint Eric Slosek to the Souhegan Regional Landfill District Reps for a term ending in*
92 *2027.*

93 *Vote: 5-0-0; motion carried unanimously.*

94
95 **SWAP SHOP**

96 Jackie Daly, Member Reappointment 1 year term, 2025

97 Janet Gleason, Member Reappointment 2-year term, 2026

98 Judith Seavey, Member Reappointment 3-year term, 2027

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100 *A MOTION was made by Selectman Lyon and SECONDED by Selectman Stoughton to*
101 *appoint Jackie Daly, Janet Gleason, and Judith Seavey to the Swap Shop for terms ending in*
102 *2025, 2026, and 2027 respectfully.*

103 *Vote: 5-0-0; motion carried unanimously.*

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105 **TRUSTEES OF THE TRUST FUND**

106 Bill Dunn, Alternate Reappointment 1 year term, 2025

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108 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*
109 *reappoint Bill Dunn to the Trustees of the Trust Fund for a term ending in 2025.*

110 *Vote: 5-0-0; motion carried unanimously.*

111
112 **5.2 Resignation of Recreation Committee member**

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114 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*
115 *accept with regret the resignation of Tom Murphy from the Recreation Commission.*

116 *Vote: 5-0-0; motion carried unanimously.*

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118 **6. Administration**

119 **6.1. Action Items list**

120
121 The Board reviewed its action items.

122
123 The Board discussed the assessment of the tower truck. Fire Chief Conley suggested not
124 replacing the existing tower truck with a new tower truck, but this instead could be replaced
125 with a used mid-mount tower truck. This truck also has a pump and water tank. This truck is
126 currently in CT at a volunteer Department.

127
128 Selectman Stoughton stated that he would like to see written reports from the proposed outfits
129 for the existing tower truck. He would like to continue conversations regarding this
130 suggestion.

Selectman Grella asked if service on the vehicle could be completed by a local company. Chief Conley stated that this would be possible.

Selectman Dokmo stated that she would like to see a pro/con list regarding this suggestion versus the original proposal.

In response to a question from Selectman Lyon, Chief Conley stated that the repair of the current tower truck would cost approximately \$700,000-\$750,000.

Chief Conley agreed to return to the Board in two weeks with more details regarding this possible plan.

The Board discussed potential PFAS remediation at the Fire Station. Town Administrator Shankle explained that he received three cost alternatives ranging from \$277,000-\$1.9M, depending on the exact scope of the project and determinations made by DES.

Town Administrator Shankle explained that Staff has been discussing impact fees for Buckmeadow. Debbie Bender, Finance Director, stated that it has been mentioned that the field work can be completed using impact fees. Chairman Pray recommended reviewing Bruce Mayberry's impact fee report, specifically the recreation section.

7. Staff Reports

7.1. REC Part-time Senior Citizen Program Coordinator Position – New Position

Craig Fraley, Recreation Department Director, stated that the Parks and Recreation Department would like to create the position of Senior Citizen Program Coordinator. This position will assist in the planning and running of programs for adults and senior citizens. This important area of programming has been difficult for the Department to offer. This newly created position will be no more than 19 hours per week and will average 15 hours per week. With the allotted hours, this position will not require any paid benefits. This position will be completely financed through the -02 Recreation Revolving Fund, so there is no additional cost to the taxpayer. Revenue generated from Senior Programming will offset the cost of the Senior Program Coordinator Position. The proposal is for a one-year trial position.

A MOTION was made by Selectman Lyon and SECONDED by Selectman Dokmo to allow the Recreation Department to create the Part Time position of Senior Program Coordinator at Grade 5. This part Time position will be paid for out of the -02 Revolving Fund.

Vote: 5-0-0; motion carried unanimously.

7.2. DPW Surplus Equipment

DPW Director, Eric Slosek, stated that the DPW has been working to clean up its facility and grounds. The Department has identified several pieces of equipment that are either no longer being used or have reached their maximum service life. The Department is seeking a declaration of these items as surplus from the Board, allowing DPW to sell them at auction. These surplus items include two (2) electronic sign boards, two (2) stainless steel sanders, and one (1) asphalt milling machine (zipper) and trailer. The request is that the proceeds from

these auctioned items be earmarked to the DPW New Equipment Capital Line and be used toward the purchase of new equipment at DPW including, but not limited to, a grapple for the excavator, and/or a replacement electronic sign board. Upon a declaration as surplus from the Board and subsequent sale at public auction, the appropriate fixed asset disposition information forms will be completed and submitted to Finance for proper disposal of these assets.

Selectman Lyon stated that he believes this would need to be kept as revenue and could not be transferred to the expenditure side. DPW Director Slosek stated that the Department would still like to sell these items and clean up the yard.

A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to declare two electronic signboards, model year 2007; two Swenson stainless steel sanders, model years unknown; and one asphalt zipper and trailer, as surplus, and authorize said equipment to be auctioned by the DPW.

Vote: 5-0-0; motion carried unanimously.

8. Approvals

8.1. Minutes

A MOTION was made by Selectman Lyon and SECONDED by Selectman Stoughton to approve the meeting minutes of the Board of Selectmen of April 1, 2024, as amended.

Vote: 5-0-0; motion carried unanimously.

9. Consent Agenda Items

9.1 Assessing

Service-Connected Disabled Veteran Tax Credit

Item A.

The Assessor recommends approval the attached Service-Connected Total Disabled Veteran Tax Credit Application for the Tax Credit for Map 005, Lot 002-007 under RSA 72:35 for the 2024 tax year.

Item A-1.

The Assessor recommends approval the attached Service-Connected Total Disabled Veteran Tax Credit Application for the Tax Credit for Map 004, Lot 109-020 under RSA 72:35 for the 2024 tax year.

Veteran Tax Credit

Item B.

The attached Veteran Tax Credit Application has been reviewed and the applicant qualifies for the Tax Credit or Map 008, Lot 002-007 under RSA 72:28 for the 2024 tax year. The Assessor recommends approval.

Solar Exemption

Item C.

The attached solar exemption application provided has been reviewed and the applicant qualifies for the Tax Credit for Map 007, Lot 033-015 under RSA 72:62 for the 2024 tax year. The Assessor recommends approval.

Item C-1.

The attached Solar Exemption Application has been reviewed and the applicant qualifies for the Tax Credit in the amount of \$17,500 Solar Exemption for Map 010, Lot 059-001 under RSA 72:62 for the 2024 tax year. The Assessor recommends approval.

Item C-2.

The Assessor has reviewed the attached Solar Exemption Application provided and the applicant qualifies for the Tax Exemption in the amount of \$15,000 for Map 002, Lot 119-000 under RSA 72:62 for the 2024 tax year. The Assessor recommends approval.

Item C-3.

The Assessor has reviewed the attached Solar Exemption Application provided and the applicant qualifies for the Tax Exemption in the amount of \$20,000 for Map 002, Lot 106-000 under RSA 72:62 for the 2024 tax year. The Assessor recommends approval.

Item C-4.

The Assessor has reviewed the attached Solar Exemption Application provided and the applicant qualifies for the Tax Exemption in the amount of \$20,000 for Map 011, Lot 012-02 under RSA 72:62 for the 2024 tax year. The Assessor recommends approval.

Item C-5.

The Assessor has reviewed the attached Solar Exemption Application provided and the applicant qualifies for the Tax Exemption in the amount of \$15,000 for Map 002, Lot 087-079 under RSA 72:62 for the 2024 tax year. The Assessor recommends approval.

Elderly Exemption

Item D.

The applicant has applied for an Elderly Exemption under RSA 72:39-a or Map 008, Lot 077-020, which meets the income and asset limits and qualifies for the exemption. The Assessor recommends approval.

A MOTION was made by Selectman Stoughton and SECONDED by Selectman Dokmo to approve the Consent Agenda, as presented.

Vote: 5-0-0; motion carried unanimously.

9.2 Finance Manifests

This item was addressed within the previous motion.

Payroll Manifest in the amount of \$274,134.64 dated April 4, 2024, subject to review and audit.

AP Manifest in the amount of \$3,149,219.00 dated April 1, 2024, subject to review and

Audit.

10. Action Items

This item was previously addressed.

11. Old/New Business

Selectman Stoughton stated that he has reviewed the draft cell tower agreement. He suggested that the Board circulate the draft agreement for members to submit any comments to Town Administrator Shankle.

Selectman Stoughton stated that he will be meeting with representatives from the School District tomorrow to discuss impact fees. He also noted that he would like the Board to discuss disbanding the Stormwater Committee, as the work of the Committee is currently being completed by the DPW and consultants. Selectman Stoughton noted that the EPA has finalized its rule, setting new thresholds for PFAS substances.

12. Adjournment

A MOTION was made by Selectman Stoughton and SECONDED by Selectman Dokmo to adjourn the meeting at 7:40pm.

Vote: 5-0-0; motion carried unanimously.

NEXT MEETING: April 29, 2024

Selectman Peter Lyon

Date