



Town of Amherst, NH
BOARD OF SELECTMEN AGENDA
Barbara Landry Meeting Room
2 Main Street
TUESDAY, FEBRUARY 22, 2022 5:30 PM

- 1. Call to Order**
- 2. Non-Public Session**
 - 2.1. Non-Public Session per RSA 91-A:3 (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
- 3. Reconvening of Public Session 6:30 PM**
- 4. Pledge of Allegiance**
- 5. Citizens' Forum**
- 6. Scheduled Appointments**
 - 6.1. Gretchen Davis, AJWC: Request for use of the Town Common, Annual Easter Egg Hunt 4/9/22 10am-Noon
 - 6.2. Amy Rousseau, PFAS Response Administrator
- 7. Deliberative Session Review**
- 8. Administration**
 - 8.1. Administrative Updates
 - 8.2. Nashua Regional Planning Commission (NRPC) Appointments
- 9. Staff Reports**
 - 9.1. New hire, Town Planner
- 10. Approvals**

- 10.1. Assessing
- 10.2. AP, Payroll and Minutes

11. Action Items

12. Old/New Business

Adjournment

Next Meeting: March 14, 2022

You are invited to a Zoom webinar.

When: Feb 22, 2022 06:30 PM Eastern Time (US and Canada)

Topic: BOS 02/22/2022

Please click the link below to join the webinar: <https://us02web.zoom.us/j/82604256391>

Or Telephone: (646) 558-8656

Webinar ID: 826 0425 6391



**Town of Amherst, NH
BOARD OF SELECTMEN
STAFF REPORT**

Title: Non-Public Session per RSA 91-A:3 **Department:** Administration

(d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

Meeting Date: February 22, 2022

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

None

**TOWN OF AMHERST, NH
USE OF TOWN COMMON REQUEST**

Organization Name: Amherst Junior Women's Club

Contact Name: Gretchen Davis

Contact Phone Number: 520-269-9017

Contact e-mail: gretchendavisslp@hotmail.com

Date of Event: April 9th

Hours (from/ to): 10am-12 Number of participants (estimate): around 100

Our annual Easter Egg Hunt starts with the children parading around the Green. Eggs will be scattered around the Green with a small area reserved for our smallest kids. The children will collect plastic eggs until they are all picked up. Our Easter bunny will be there to take pictures with the children. During that time, small lawn games will be available to entertain the children waiting for pictures. Cookies will be passed out to all families that participate.

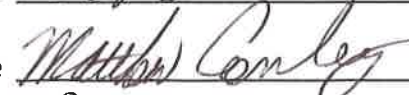
Requirements:

1. NO ALCOHOL SALES OR CONSUMPTION are allowed.
2. Common must be left in the same or better condition than prior to event.
3. If damage occurs to any town property, please notify DPW -603-673-2317.
4. Groups who are granted permission must abide by all Town of Amherst ordinances pertaining to public property and all related NH RSAs as well as all state fire and safety rules and regulations at all times during use of the property.
5. The Town of Amherst or any of its designees are not responsible for any injuries occurring to participants during the course of activities during use of the property.

By signing this document, I agree to abide by all applicable requirements.

Signature:  Date: 2/9/22

Chief of Police Approval: Signature  Date: 2-15-22

Fire/ Rescue Chief Approval: Signature  Date: 2/15/22

Public Works Director Approval: Signature  Date: 2/15/22

Completed form must be submitted to the Amherst Administration Department four (4) weeks before the event in order to obtain Board of Selectmen approval.

BOS Approval: Chair's Signature _____ Date: _____

****Please note if road closures within the village will be necessary during event. Special permission will be required for road closures.***



**Town of Amherst, NH
BOARD OF SELECTMEN
STAFF REPORT**

Title: Administrative Updates

Department: Administration

Meeting Date: February 22, 2022

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

None



**Town of Amherst, NH
BOARD OF SELECTMEN
STAFF REPORT**

Title: Nashua Regional Planning
Commission (NRPC) Appointments

Department: Administration

Meeting Date: February 22, 2022

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Volunteer Application- Will Ludt- Amherst Commissioner to the NRPC- 17 February 2022
2. Hennessey NRPC Volunteer Application



Town of Amherst, NH

Volunteer Application

Board/Committee/Commission you wish to serve on: NRPC Amherst Commissioner

Applicant Name: William Ludt (Will)

Residence Address: 3 School Street; Amherst, NH 03031

Mailing Address: 3 School Street; Amherst, NH 03031

Telephone:

E-mail Address: wludt52@aol.com

Time Available - Hours per month (Circle One): 2 5 10 **20** 30

Other Boards/Committee/Commission Served On (may include other cities/towns):
Amherst Heritage Commission, Chair (Currently Serving); Subcommittee to the Amherst
Planning Board- Master Plan 2022 (Currently Serving); NHDHR and NHDES Stonewall
Identification Working Group (Currently Serving)

Please submit a brief statement describing your interest in the position you are applying for and what qualities/experience you will bring to the board to help with its goals and mission.

Signature

17 February 2022

Date

Please return this form and requested statements to:

**Jennifer Stover
Town of Amherst
2 Main Street
Amherst, NH 03031**

or e-mail: jstover@amherstnh.gov

Brief Statement Describing Interest in Being an Amherst NRPC Commissioner:

Board of Selectmen and Selectwoman:

Please accept my name to be considered for an appointment as Amherst Commissioner to the NRPC. There are currently 2 slots available and I would like to be considered for one of the two.

Being a resident of nearly 40 years, I feel I can represent Amherst's interest and the region well. The appointed Town Commissioners for the NRPC have many responsibilities. The Commissioners play a fiduciary role in reviewing and approving budgets, financial statements, staffing, coupled with staying on top of legislation (both state and federal) that may affect our town and region.

If I am appointed as a commissioner, it would be my goal to bring information back to our elected officials and present semi-annual presentations, or on a as needed timing to the BOS and Planning Board. Since I have been attending BOS meetings for the past 7 years, to the best of my knowledge, I have never seen a presentation by our town appointees. I would like to change that so that information is relayed back in a timely manner. If I am appointed to be an Amherst Commissioner to NRPC, you can be assured information will flow back to the BOS and Planning Board. Period.

In closing, I feel that I have the desired qualifications to represent Amherst to the utmost. In working with the NRPC over the past 20 years on several projects, I have a good understanding of what is needed. I am ready to serve.

Thank you for your time and consideration. I am happy to go into more detail during my interview with the BOS.

Regards,
Will Ludt



Town of Amherst, NH

Volunteer Application

Board/Committee/Commission you wish to serve on: Nashua Regional Planning Commission

Applicant Name: Jason Hennessey

Residence Address: 455 Boston Post Rd, Amherst, NH 03031

Mailing Address: SAME

Telephone: AVAILABLE UPON REQUEST

(Cell)

(Home)

E-mail Address: jayhenn@yahoo.com

Time Available - Hours per month (Circle One): 2 **5** 10 20 30

Other Boards/Committee/Commission Served On (may include other cities/towns):

- Amherst representative at Nashua Regional Planning Commission (2005-2008)

- Amherst Communications Infrastructure Committee

- Amherst School District Ways & Means

Please submit a brief statement describing your interest in the position you are applying for and what qualities/experience you will bring to the board to help with its goals and mission.

Signature

Date

Please return this form and requested statements to:

**Jennifer Stover
Town of Amherst
2 Main Street
Amherst, NH 03031**

or e-mail: jstover@amherstnh.gov

Brief Statement of Interest

I write to express my interest in representing Amherst at the Nashua Regional Planning Commission.

After moving to Amherst in 2004, I have grown to appreciate the town as well as the greater Nashua Region and am excited to play a part in helping them to thrive!

As a past Amherst delegate to the NRPC (2005-2008 if memory serves), I understand the type of work done there. Based on my past service in Amherst (member of the Amherst Communications Infrastructure and School District Ways & Means Committees), I believe I possess an understanding of Amherst's needs as well.

In terms of education, I received my Bachelors in Computer Science from Rivier University in Nashua, and later a PhD in Computational Sciences and Statistics from South Dakota State University. I also completed post-doctoral studies in Computer Science at Boston University.

In terms of work experience, in addition to 10 years of scientific research experience (mostly in academia), I have also been a software engineer for over a decade. That detail-oriented experience is very helpful when reviewing budgets and sifting through the complexity of the various detailed plans.

Sincerely,
Jason Hennessey
455 Boston Post Rd, Amherst, NH



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: New hire, Town Planner

Department: Community Development
Office

Meeting Date: February 22, 2022

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I am proposing that Nicole Stevens be hired as the Town Planner. Nicole has a BSc from Plymouth State University with double majors in Environmental Science and Policy and Environmental Planning. She heard about the position through Steve Whitman, Resilience Planning and Design, the Master Plan consultant. Nicole also has some experience with GIS and is interested in the history and heritage of Amherst. Gail Stout and I interviewed Nicole and believe that she will be a valuable addition to the Community Development Department.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Conditional Offer of Employment Nicole Stevens signed
2. PAR Stevens 2.16.22



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Assessing

Department: Assessing

Meeting Date: February 22, 2022

Staff Contact: Michele Boudreau

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

Land Use Change Tax Abatement

Item A. The subject property was issued a Land Use Change Tax in the amount of \$14,960 (see attached), however the LUCT amount was intended to be issued at \$14,200. It is recommended that the LUCT amount be changed from \$14,960 to \$14,200. This results in a LUCT abatement in the amount of \$760.

Suggested Motion:

The attached Land Use Change Tax Abatement has been reviewed by our Assessor and our Assessor recommends approving the LUCT Abatement in the amount of \$760 for Tax Map 004 Lot 154-002.

Board of Tax and Land Appeals Settlement and Abatement 2020

Item B. The subject property is a Cape Cod, situated on 5.23 acres of land. The subject is listed in very good condition. **Tax Year 2021 assessed value is \$1,195,000 because of the 2021 Amherst revaluation.*

The applicant believes the subject property is disproportionately assessed in relation to six other comparable parcels submitted, including four in the immediate neighborhood. The applicant noted all are larger in living area & most are newer in age. Not considered were the considerable differences in construction quality, as well as condition, given that most of the homes were not equivalent in construction quality & condition to 24 The Flume. 10 The Flume, similar in age, 312 SF larger but inferior in quality, sold for \$889,500 on 10/26/2020. 56 Chestnut Hill Road, just right outside the subdivision, similar in age, quality of construction, yet 901 SF smaller, sold for

\$939,000 on 1/14/2021. Both sales are supportive of the subject's assessed value. The abatement was denied.

Subsequently, the taxpayer disagreed with this decision & filed an appeal with the BTLA. The taxpayer felt that since the quality of construction seems to be weighted more heavily than age & size of building, the only relevant comparison is 41 The Flume, with an assessed value of \$750,000. 41 The Flume has an additional .25 acre, is 467 square feet larger, is four years newer, has an additional bedroom/bathroom & a finished basement. Negotiations to reach an agreement resulted in an offer of an assessed value of \$750,000. The taxpayer has agreed to withdraw the BTLA Appeal if the town will assess the property at \$750,000 for Tax Year 2020 or until a municipal-wide reassessment. The abatement would result in a refund for 2020 in the amount of \$3,517.00.

Suggested Motion:

The attached BTLA appeal has been reviewed by our Assessor and our Assessor recommends signing the settlement and issue the abatement. Therefore, I move to approve the BTLA settlement in the amount of \$750,000 and an abatement for \$3,517.00 for Map 010, Lot 030-036.

Disabled Exemption

Item C. I have reviewed the attached Disabled Exemption Application, and the applicant qualifies for the Disabled Exemption under RSA 72:37-b.

Suggested Motion:

The attached application has been reviewed by our Assessor and our Assessor recommends granting the exemption. Therefore, I move to approve the Disabled Exemption for the tax year 2022 in the amount of \$65,000 for Map 002, Lot 166-046.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. A 004-154-002 LUCT Abatement Confidential Memo
2. Item B BTLA Confidential Memo
3. C 002-166-046 Disabled Exemption Confidential Memo



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: AP, Payroll and Minutes

Department: Finance Department

Meeting Date: February 22, 2022

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

Approvals:

Payroll

AP1~ I move to approve one (1) FY21 Payroll Manifest in the amount of \$901.75 dated January 19, 2022, subject to review and audit.

AP2~ I move to approve one (1) FY21 Payroll Manifest in the amount of \$221,969.92 dated February 10, 2022, subject to review and audit.

Accounts Payable

AP3 ~ I move to approve one (1) FY21 Accounts Payable Manifest in the amount of \$41,191.67 dated February 16, 2022, subject to review and audit. (NH DMV)

AP4 ~ I move to approve one (1) FY21 Accounts Payable Manifest in the amount of \$29,079.04 dated February 8, 2022, subject to review and audit. (NH DMV)

AP5 ~ I move to approve one (1) FY21 Accounts Payable Manifest in the amount of \$185,275.72 dated February 15, 2022, subject to review and audit. (Vendors)

AP6 ~ I move to approve one (1) FY21 Accounts Payable Manifest in the amount of \$4,214.70 dated February 15, 2022, subject to review and audit. (Vendors)

Minutes

~ I move to approve the Board of Selectmen meeting minutes of February 7, 2022.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. 2022.02.07 BOS_DRAFT b



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, February 7, 2022, 6:30PM

1 **1. Call to Order**

2 Chairman Peter Lyon called the meeting to order at 6:30 p.m.

3
4 Attendees: Chairman Peter Lyon, Selectman Dwight Brew, Selectman John D'Angelo,
5 Selectman Tom Grella, and Selectman Danielle Pray

6
7 Also present: Town Administrator Dean Shankle, Executive Assistant Jennifer Stover, and
8 Recording Secretary Kristan Patenaude (remote)

9
10 **2. Pledge of Allegiance** – led by Deb Bender.

11
12 **3. Citizen's Forum** – None at this time.

13
14 **4. Public Hearings**

15 **4.1 Pursuant to RSA 31:95-b: III (a), the Amherst Board of Selectmen shall**
16 **hold a public hearing in conjunction with its scheduled meeting for the**
17 **purpose of accepting unanticipated funds received from the State of New**
18 **Hampshire under the American Rescue Plan Act (ARPA) in the amount**
19 **\$1,192,729.**

20
21 *A MOTION was made by Selectman Grella and SECONDED by Selectman D'Angelo to enter*
22 *into a public hearing, pursuant to RSA 31:95-b: III (a).*

23 *Voting: 5-0-0; motion carried unanimously.*

24
25 Chairman Lyon explained that this public hearing is needed due to the amount of
26 unanticipated funds (ARPA funds) received by the Town. He asked for public comment.

27
28 Peter Hansen requested that the Board use these funds to reduce taxes in some way, either
29 through lowering debt amounts or through a preventative maintenance item. He would not
30 like to see these funds used to create projects that will bring a future impact to taxpayers.

31
32 Chairman Lyon noted that he does not believe ARPA funds can be used to pay down a debt.

33
34 Sue McCarthy, 50 Broadway, explained that there has been \$1.4M previously spent on the
35 Baboosic Lake septic system. She does not believe anyone on the Board is aware of how the
36 system is run or owned. She explained that she was previously promised a meeting with Town
37 staff to discuss this issue and that she has not yet heard back on this meeting. She stated that
38 she believes these ARPA funds could be used for projects regarding to the Baboosic Lake

39 septic system. Potential items include a generator, solar panels to offset electricity costs,
40 improved drainage, or paving sections of the surrounding roads. She noted that people living
41 in this area need relief and that there has been no continuity to this system from the outset.
42

43 In response to a question from Chairman Lyon, Ms. McCarthy stated the committee consisting
44 of Baboosic Lake Residents and the Amherst DPW which was supposed to be formed to
45 discuss this system was never initialized.
46

47 Chairman Lyon explained that the DPW was still gathering information on the system and
48 would set up a meeting with Ms. McCarthy shortly.
49

50 There was no additional public comment at this time.
51

52 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to close*
53 *the public hearing.*

54 *Voting: 5-0-0; motion carried unanimously.*
55

56 Chairman Lyon noted that how these funds are utilized will be discussed further in the future.
57 He asked anyone with information or suggestions to send these to the Board.
58

59 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella that the*
60 *Board accept unanticipated funds received from the State of New Hampshire under the*
61 *American Rescue Plan Act (ARPA) in the amount \$1,192,729.*

62 *Voting: 5-0-0; motion carried unanimously.*
63

64 **4.2 Impact Fees**

65 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to enter*
66 *into a public hearing, to discuss potentially updating the impact fee schedule.*

67 *Voting: 5-0-0; motion carried unanimously.*
68

69 It was noted that the proposed schedule update has been reviewed by and is recommended by
70 the Planning Board.
71

72 There was no public comment at this time.
73

74 Selectman Brew explained that the Board previously agreed that it would not make sense to
75 update the fee schedule for items that will be on the warrant this March, but it would make
76 sense to update the schedule with new construction and capital costs for work that are ongoing
77 currently. This recommendation was then sent to the Planning Board. The Planning Board
78 reviewed this recommendation and recommended Model B and was thankful that the Board of
79 Selectmen is staying on top of this.
80

81 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Brew to exit*
82 *the public hearing.*

83 *Voting: 5-0-0; motion carried unanimously.*
84

85 A MOTION was made by Selectman Brew and SECONDED by Selectman Grella, in
86 accordance with Section 4.19H of the Amherst Zoning Ordinance and after review by the
87 Board of Selectmen, the Planning Board and after the completed public hearing, to update the
88 impact fee schedule using the attached proposed updated schedule.
89 Voting: 5-0-0; motion carried unanimously.
90

91 5. Scheduled Appointments

92 5.1 Tim Greene – Presentation of 2021 Town Audit

93 Mr. Greene presented the report, issued February 3, 2022, by Roberts & Greene. He explained
94 that the audit process began a bit late this year, in October. He noted that the Town adopted
95 new accounting guidance regarding the accounting and reporting for Fiduciary Funds. The
96 unassigned fund balance was approximately \$6.3M as of June 30,, 2021. He explained that
97 one of the findings of the audit was that significant time was spent by the Town to reconcile
98 its cash accounts, and additional audit time was necessary to further audit those balances. This
99 was likely the result of turnover of Finance staff, with a gap of many months where no
100 reconciliations were performed. Certain deficiencies were noted during the audit, including
101 that that budget amounts in the Town’s accounting system were not updated to reflect changes
102 that were made by the NH Department of Revenue through its normal approval process. This
103 results in an increased chance of management making decisions based on incorrect financial
104 data. There were also small deficiencies in checks not reconciled, escrow account
105 reimbursements, and a discrepancy between the Town’s Personnel Policy and its active
106 practices regarding compensated absences.
107

108 In response to a question from Selectman Brew, Mr. Greene noted that the Town can submit a
109 response letter addressing items in the audit, which will not be audited by Roberts & Greene,
110 and which may be included as an addendum to this report.
111

112 In response to a question from Chairman Lyon regarding differences in the reported
113 unassigned fund balance numbers within the report, Mr. Greene explained that this is due to
114 approximately \$600,000 in deferred tax revenue amounts.
115

116 A MOTION was made by Selectman Brew and SECONDED by Selectman Pray to accept the
117 audit report submitted by Roberts & Greene.
118 Voting: 5-0-0; motion carried unanimously.
119

120 6. Administration

121 6.1 New Hire – Finance Director

122 Town Administrator Shankle explained that Debbie Bender has agreed to accept the position
123 as the Town of Amherst Finance Director, at grade 19 step 7. She is able to start officially in
124 mid-March but will be helping out in the office until then.
125

126 A MOTION was made by Selectman Brew and SECONDED by Selectman D’Angelo to hire
127 Debra Bender as the Finance Director per the terms outlined in the packet.
128 Voting: 5-0-0; motion carried unanimously.
129

130 6.2 Administrative Updates

131 Town Administrator Shankle noted that the Town’s Deliberative Session will be held on
132 Wednesday at 7pm at Souhegan High School.

133
134 He also noted that Tyler Caswell, of the NH Department of Business and Economic Affairs,
135 stated in a recent meeting that there will be approximately \$2M in the state for outdoor
136 recreation and infrastructure available. There is a request for regional ideas for these funds.

137 138 **6.3 Updating the Impact Fee Schedule**

139 *This was previously addressed.*

140 141 **7. Staff Reports**

142 **7.1 Traffic Data Collection Findings - Manchester Road and Boston Post** 143 **Road**

144 Police Chief Reams explained that traffic data was collected on sections of Manchester Road
145 and Boston Post Road following complaints from three residents regarding increased volume
146 of speeders in those locations. Over a 12-day period, it was found that this section of
147 Manchester Road sees an average of 1,300 vehicles/day, at a 98% compliance with the
148 reasonable speed outlined under the State speed limit guidelines. Additional enforcement was
149 added to this area. The Boston Post Road section of Amherst Street to Sunset Road was also
150 examined and found an average of 4,500 vehicles/day, at a 92% compliance with the
151 reasonable speed outlined by the State. This area was highlighted by the Highway Safety
152 Committee as a problematic area and was recommended as a place to locate a permanent
153 digital speed sign. The Committee is recommending that the Board agree to the proposed
154 placement.

155
156 Selectman D’Angelo agreed with the recommendation and suggested that a temporary sign be
157 erected for now. The current data is similar to that from the 2015 report and hopefully this
158 recommendation will make it better.

159
160 In response to a question from Selectman Brew, Chief Reams explained that the cost for a
161 temporary or permanent speed sign are in the same ballpark for cost. Chief Reams stated that
162 he will look into receiving bids from three vendors for the permanent digital signs to then be
163 reviewed by the Board at a future meeting.

164
165 The Board agreed with placing a temporary sign and allowing Chief Reams to pursue
166 permanent signs and the necessary budget for them.

167 168 **7.2 Body Worn Camera Grant Application**

169 Chief Reams explained that a grant application process for body worn cameras was
170 announced on February 2nd, which draws from a Body Worn Camera Fund established by NH
171 Legislature in 2021. This grant allows for 50% funding reimbursement (up to \$50,000) from
172 NH Department of Homeland Security. This is a non-lapsing, open-ended commitment from
173 the State to reimburse Towns. He explained that during the next Strategic Plan cycle he will
174 be reintroducing this plan and a reimbursement plan for it.

175
176 In response to a question from Selectman Pray, Chief Reams explained that the span of the
177 grant is five-year lease program for the systems, until it reaches \$50,000.

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In response to a question from Chairman Lyon, Chief Reams stated that, if awarded the grant, he will have sufficient time to determine how to further fund this program.

A MOTION was made by Selectman Brew and SECONDED by Selectman D'Angelo to allow Chief Reams to proceed with the grant application for body worn cameras and to authorize the Town Administrator to sign any associated documents on behalf of the Town.

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

8. Approvals

8.1 Assessing

A. The attached application has been reviewed by our Assessor and our Assessor recommends granting this credit.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve the Veteran Tax Credit for tax year 2022 in the amount of \$500 for Map 002, Lot 163-046.

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

B. The attached application has been reviewed by our Assessor and our Assessor recommends granting this credit.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve the Veteran Tax Credit for tax year 2022 in the amount of \$500 for Map 004, Lot 100-006, 8 Cricket Corner Rd.

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

C. The Land Use Change Tax in the amount of \$23,000.00 represents 10% of the full and true market value of \$230,000. The attached Land Use Change Tax has been reviewed by our Assessor and our Assessor recommends to approve.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve the Land Use Change Tax in the amount of \$23,000.00 for Tax Map 005 Lot 059-018, 3 Gatchel Way.

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

D. The Land Use Change Tax in the amount of \$30,000 represents 10% of the full and true market value of \$300,000. The attached Land Use Change Tax has been reviewed by our Assessor and our Assessor recommends to approve.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve the Land Use Change Tax in the amount of \$30,000 for Tax Map 005 Lot 059-028, 29 Founder's Way. Voting: 5-0-0; motion carried unanimously.

E. On January 10, 2022, an abatement was approved for 11 Thistle Drive, however the property tax map was listed as Map 010 Lot 067-032, when it should have been listed as Map 010 Lot 067-031.

A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to reconsider the vote taken on January 10, 2022, for the abatement on Map 010 Lot 067-032.

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

224 A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to deny the
225 2021 abatement for Map 010 Lot 067-032.
226 Voting: 5-0-0; motion carried unanimously.
227

228 The attached abatement for overpayment has been reviewed by our Assessor and the
229 Assessor recommends to approve.

230 A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve
231 the 2021 abatement in the amount of \$532.00 for Map 010 Lot 067-031.
232 Voting: 5-0-0; motion carried unanimously.
233

234 **F.** The attached application has been reviewed by our Assessor and our Assessor
235 recommends granting this credit.

236 A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve
237 the Service-Connected Total and Disabled Tax Credit for tax year 2023 in the amount of
238 \$4,000.00 for Map 017, Lot 021-000.
239 Voting: 5-0-0; motion carried unanimously.
240

241 **8.2 Tax Warrant**

242 This Tax Warrant initiates the process outlined in RSA 72:38-a.IV which is in place to
243 insure the collection of elderly tax deferrals granted by the Board of Selectmen in prior
244 years.
245

246 *The motion for this item was tabled to later in the meeting.*
247

248 **8.3 AP, Payroll, Minutes**

249 **Payroll**

250 A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to
251 approve one (1) FY21 Payroll Manifest in the amount of \$223,135.69 dated January 27, 2022,
252 subject to review and audit.

253 Voting: 5-0-0; motion carried unanimously.
254

255 **Accounts Payable**

256 A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to
257 approve one (1) FY21 Accounts Payable Manifest in the amount of \$28,360.77 dated January
258 16, 2022, subject to review and audit. (NH DMV)

259 Voting: 5-0-0; motion carried unanimously.
260

261 A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to
262 approve one (1) FY21 Accounts Payable Manifest in the amount of \$3,037,685.00 dated
263 February 1, 2022, subject to review and audit. (Schools)

264 Voting: 5-0-0; motion carried unanimously.
265

266 A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to
267 approve one (1) FY21 Accounts Payable Manifest in the amount of \$10,239.35 dated January
268 20, 2022, subject to review and audit. (Vendors)

269 Voting: 5-0-0; motion carried unanimously.

270
271 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to*
272 *approve one (1) FY21 Accounts Payable Manifest in the amount of \$216,697.71 dated*
273 *February 1, 2022, subject to review and audit. (Vendors)*
274 *Voting: 5-0-0; motion carried unanimously.*
275

276 *A MOTION was made by Selectman Pray and SECONDED by Selectman D'Angelo to*
277 *approve the Board of Selectmen meeting minutes of January 24, 2022, as written.*
278 *Voting: 5-0-0; motion carried unanimously.*

279 **8.2 Tax Warrant**

280 *The Board retook this item at this time.*
281

282 *A MOTION was made by Selectman Brew and SECONDED by Selectman Grella to approve*
283 *and sign the Tax Warrant for the Collection of Elderly Tax Deferrals in the amount of*
284 *\$28,331.25 for 18 Dream Lake Drive.*
285 *Voting: 5-0-0; motion carried unanimously.*
286

287 **8. Action Items**

288 The Board reviewed its action items.
289

290 **9. Old/New Business**

291 Selectman D'Angelo noted that the Souhegan School District Deliberative session is being
292 held this evening, concurrent with this meeting. The Amherst School District Deliberative
293 session will be held tomorrow evening, and the Town's Deliberative Session will be held
294 Wednesday evening.
295

296
297 **NEXT MEETING: Monday, February 22, 2022**
298
299

300
301
302 _____
Selectman Danielle Pray

Date