



Town of Amherst, NH BOARD OF SELECTMEN AGENDA

TUESDAY, JANUARY 20, 2026 6:30 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Citizens' Forum**
- 4. Board Actions**
 - 4.1. Petition Warrant Articles
 - 4.2. Amherst Town Warrant
 - 4.3. Presentation of the MS 636 for signature
 - 4.4. Approval of Traffic Ordinances per the Public Hearings of December 22, 2025 and January 12, 2026
 - 4.5. Reappointment of Eric Doberstein as member of the Local River Management Advisory Committee, NH DES
- 5. Approvals**
 - 5.1. Minutes
- 6. New Action Items**
- 7. Old/New Business**
- 8. Non-Public Session, pursuant to RSA 91-A:3 II (b) The hiring of any person as a public employee.**

Adjournment

Next Meeting: January 26, 2026

Zoom webinar: BOS Meeting January 20, 2026 06:30 PM Eastern Time
Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/86463539595>

Join via audio: +1 312 626 6799

Webinar ID: 864 6353 9595

Please be advised that technical difficulties may occur during this Zoom meeting due to factors beyond our control. If you experience issues with video or audio, please try refreshing your connection or checking your Internet connection. We appreciate your understanding.



Town of Amherst, NH

BOARD OF SELECTMEN

STAFF REPORT

Title: Petition Warrant Articles
Meeting Date: January 20, 2026

Department: Administration
Staff Contact:

BACKGROUND INFORMATION:

Two Petition Warrant Articles were received within the statutory timeline, one of which requires an appropriation:

Baboosic Lake Alum Treatment – Petition Warrant Article

Shall the town raise and appropriate the sum of **One Hundred Thousand Dollars (\$100,000)** to assist the Baboosic lake Association in paying for the alum treatment proposed at Baboosic Lake in the spring of 2026 to reduce consistent cyanobacteria blooms each summer formed by deep water 'internal loading' of phosphorus. (Tax impact=\$0.04) (Majority vote required)

Baboosic Greenway Rail/Trail: Right-Of-Way Easement Process and Project Delivery Reaffirmation

To see if the Town will vote, pursuant to RSA 39:3, to direct Amherst, New Hampshire Town officers and employees to implement the previously approved Baboosic Greenway Rail Trail Project segment commonly known as North 02 (NHDOT Project No. 42593) and the Town's executed agreements with NHDOT, to the fullest extent permitted by law. And further, to reaffirm and direct that the Baboosic Greenway Rail Trail Project segment commonly known as North 02 shall continue to be advanced and delivered as previously approved, authorized, and funded by the voters of Amherst under Article 35 (2024) and Article 35 (2025) and consistent with the Town's executed agreement(s) with the New Hampshire Department of Transportation (NHDOT) for the shared-use path ("rail trail") connection between Baboosic Lake Road and Walnut Hill Road, generally along the abandoned Milford & Manchester Branch railroad bed, including the Meeting Place Mall spur as described in Article 35 (2024); and further to authorize and direct the Select Board, Town Administrator, and Department of Public Works to manage and complete the Project's right-of-way easement acquisition in accordance with the applicable federal requirements and the NHDOT Local Public Agency Manual, as amended, or any successor guidance applicable to this Project, including identification of required property interests, appraisals/valuations as required, documented good-faith negotiations with landowners, including offers of just compensation where appropriate, and timely escalation to NHDOT for right-of-way easement assistance when voluntary acquisition is not achieved; and further, if the Town is unable to obtain the required easements or other property interests through voluntary acquisition despite documented good-faith efforts, to authorize and direct the Select Board submit a formal written request to the NHDOT and its Commissioner to, if necessary, exercise the State's authority to acquire required easements or other

property interests for the Project, including by fee simple purchase or condemnation pursuant to RSA 230:75 and any applicable provisions of RSA 498-A; and further to direct that the Select Board shall diligently pursue such request, and further to direct that the Town shall not pursue a “no-build” outcome or a material scope or purpose reduction that results in an incomplete connection (i.e., isolated end segments with a gap preventing practical through travel), except where required by NHDOT or a federal funding agency due to legal impossibility; and further to require the Select Board to provide quarterly public status updates on right-of-way acquisition progress until the required property interests are secured.

Failure of this article shall not be construed to amend, rescind, or otherwise diminish the prior authorizations and appropriations approved under Article 35 (2024) and Article 35 (2025), nor the Town’s obligations under its executed agreement(s) with NHDOT. (No tax impact) (Majority vote required)

BUDGET IMPACT:

(Include general ledger account numbers)

The request is for a \$100,000 appropriation.

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

i move to place the petition warrant articles Baboosic Lake Alum Treatment – Petition Warrant Article and Baboosic Greenway Rail/Trail: Right-Of-Way Easement Process and Project Delivery Reaffirmation on the Warrant as presented.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

None



Town of Amherst, NH

BOARD OF SELECTMEN

STAFF REPORT

Title: Amherst Town Warrant

Meeting Date: January 20, 2026

Department: Administration

Staff Contact:

BACKGROUND INFORMATION:

The Warrant is presented to the Selectman for voting.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. 2026 WARRANT DRAFT 2026.01.16



**AMHERST TOWN WARRANT
THE STATE OF NEW HAMPSHIRE
MARCH 10, 2026**

To the inhabitants of the Town of Amherst in the County of Hillsborough and the State of New Hampshire, qualified to vote in town affairs:

You are hereby notified that the Annual Meeting of Amherst will be held in accordance with NH RSA 40:13. The first session, to transact all business other than voting, is on Wednesday, February 4, 2026, at 6:00 PM at the Souhegan High School Auditorium. The second session, voting by official ballot at the polls, is on Tuesday, March 10, 2026, at the Souhegan High School from 6:00 AM to 8:00 PM.

ARTICLE 25: To choose all necessary Town Officers for the ensuing terms as follows:

- 1 Selectmen for 3 Years
- 1 Town Clerk for 3 Years
- 1 Town Moderator for 2 Years
- 1 Cemetery Trustee for 3 Years
- 1 Trustee of the Trust Funds for 3 Years
- 2 Zoning Board of Adjustment Members for 3 Years
- 2 Planning Board Members for 3 Years
- 2 Library Trustees for 3 Years
- 1 Supervisor of the Checklist for 6 Years

ARTICLE 26: Open Space Acquisition Bond

Shall the Town vote to raise and appropriate the sum of **Ten Million Dollars (\$10,000,000)** to purchase land and easements or other property interests within the Town of Amherst for conservation purposes, and to authorize the Board of Selectmen to issue bonds or notes not more than Ten Million Dollars (\$10,000,000) under and compliance with provisions of the Municipal Finance Act (RSA 33:1 et seq., as amended); to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and notes, and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action they deem appropriate to effectuate the sale and/or issuance of said bonds or notes, to authorize the Selectmen to apply for, accept and expend federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project, to authorize the Selectmen to acquire said property exercising their authority under RSA 41:14-a, and additionally to raise and appropriate the sum of Two Hundred Fifty Thousand Dollars (\$250,000) for the first year interest and costs. Land or property interests to be purchased with bond proceeds shall be acquired in the name of the Town as conservation land to be managed by the Conservation Commission pursuant to RSA 36-A:4.

(Tax Impact: Year 1 \$0.10; Yr 2 \$0.37; Yr 3 \$0.36; Yr 4 \$0.35; Yr 5 \$0.35) (3/5 Ballot Vote Required)

(The Board of Selectmen supports this article by a vote of 3-1-0.)

(The Ways and Means Committee supports this article by a vote of 6-0-0.)

ARTICLE 27: Operating Budget

Shall the Town vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth herein, totaling **\$18,906,185**. Should this article be defeated the default budget shall be **\$18,290,925**, which is the same as last year with certain adjustments required by previous action of the Town or by law; or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only. This operating budget warrant article does not include appropriations contained in any other warrant article. (Tax Impact = \$4.90) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 28: Contingency Fund

Shall the Town vote to establish a contingency fund for the current year, in accordance with NH RSA Section 31:98-a, for unanticipated expenses that may arise and further to raise and appropriate the sum of **One Hundred-Fifty Thousand Dollars (\$150,000)** to go into the fund. Said sum shall come from the undesignated fund balance and no amount to be raised from taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. (Tax Impact = \$0.00) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 29: Baboosic Lake Septic Operating Budget

Shall the Town vote to raise and appropriate the sum of **Eighty-Three Thousand Four-Hundred Fifty Dollars (\$83,450)**, for operating and maintaining the Baboosic Lake Septic System for the ensuing year, said sum is to be offset by user fees. Should this article be defeated the default budget shall be **\$83,450**, which is the same as last year with certain adjustments required by previous action of the Town or by law. (Tax Impact = \$0.00) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 30: Communications Center Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of **Forty Thousand Dollars (\$40,000)** to be added to the Communications Center Capital Reserve Fund, previously established. (Tax Impact = \$0.02) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 31: Computer System Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of **Fifteen Thousand Dollars (\$15,000)** to be added to the Computer System Capital Reserve Fund, previously established. (Tax Impact = \$0.01) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 32: Assessing Revaluation Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of **Twenty-Five Thousand Dollars (\$25,000)** to be added to the Assessing Revaluation Capital Reserve Fund, previously established. (Tax Impact = \$0.01) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 33: Bridge Repair and Replacement Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of **Three Hundred Thousand Dollars (\$300,000)** to be added to the Bridge Repair and Replacement Capital Reserve Fund, previously established. (Tax Impact = \$0.12) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 34: Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of **Four Hundred Thousand Dollars (\$400,000)** to be added to the Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve Fund, previously established. (Tax Impact = \$0.16) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 35: DPW Vehicle/Equipment Acquisition & Replacement Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of **One Hundred Fifty Thousand Dollars (\$150,000)** to be added to the DPW Vehicles and Equipment Acquisition and Replacement Capital Reserve Fund, previously established. (Tax Impact = \$0.06) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 36: Amherst Multimodal Facilities Capital Reserve Fund

Shall the Town vote to raise and appropriate the sum of **Seventy-Five Thousand Dollars (\$75,000)** to be added to the Amherst Multimodal Facilities Capital Reserve Fund, previously established. (Tax Impact = \$0.03) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 37: Establish Town Facilities Repair and Replacement CRF

Shall the Town vote to establish a Town Facilities Repair and Replacement Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of anticipated and unanticipated repair and maintenance of Town facilities and to raise and appropriate the sum of **One Hundred Thousand Dollars (\$100,000)** to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. (Tax Impact = \$0.04) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 38: Fire and EMS Department PFAS-Free Personal Protective Equipment – Purchase \$185,000

Shall the Town vote to raise and appropriate the sum of **One Hundred Eighty-Five Thousand Dollars (\$185,000)** for the purpose of purchasing PFAS-free personal protective equipment (PPE) for the Fire and EMS Department, including turnout gear and related safety equipment. This appropriation will replace aging gear and reduce firefighter exposure to per- and polyfluoroalkyl substances (PFAS). (Tax Impact = \$0.07) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 39: DPW Transfer Station Deck Replacement – Purchase \$125,000

Shall the Town vote to raise and appropriate the sum of **One Hundred Twenty-Five Thousand Dollars (\$125,000)** for the purpose of replacement and reconstruction of the existing Public Works Transfer Station deck. (Tax Impact = \$0.05) (Majority vote required)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 40: Modify the Optional Tax Credit for Service-Connected Total Disability

Shall the Town vote to increase the amount of the Optional Tax Credit for Service-Connected Total Disability pursuant to RSA 72:35, as amended by HB 99, from \$4,000.00 to \$4,500.00, effective for the April 1, 2026, tax year. (Tax Impact = \$0.00)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 41: American Tower Company Ground Lease

To see if the Town will vote to authorize the Board of Selectmen, in accordance with RSA 41:11-a, II(b), to negotiate, enter into, and execute a lease and any related agreements with American Tower Company, or its successors or assigns, for the lease of a portion of Town-owned property located at Amherst Tax Map 6 Lot 94, for the purpose of constructing, operating, maintaining, repairing, and removing a wireless communications tower and related facilities, including access and utility easements; said lease to be for a term not to exceed thirty (30) years, including any renewal options, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town; the tower to be a monopole or similar structure not to exceed one hundred eighty (180) feet in height; all subject to applicable federal, state, and local laws, regulations, and approvals. Said lease shall require the removal of the tower and all associated improvements and the restoration of the site upon termination or abandonment of the lease. No Town funds shall be appropriated by this article. The Board of Selectmen is further authorized to execute all documents necessary to carry out this purpose. (Tax Impact = \$0.00)

*(The Board of Selectmen supports this article by a vote of 4-0-0.)
(The Ways and Means Committee supports this article by a vote of 6-0-0.)*

ARTICLE 42: Christian Hill Road Scenic Road Designation – Petition Warrant Article

Enclosed is the resubmission of a petition signed by registered voters to make Christian Hill Road a scenic road. Also enclosed is the abutter list with mailing addresses for Christian Hill Road as required for notification purposes. The purpose of this is to designate Christian Hill Road from the corner of Davis Lane/Foundry Street to Route 13 as scenic road per RSA 231:157 and RSA 231:158. (Tax Impact = \$0.00) (Majority vote required)

ARTICLE 43: Baboosic Lake Alum Treatment – Petition Warrant Article

Shall the town raise and appropriate the sum of **One Hundred Thousand Dollars (\$100,000)** to assist the Baboosic lake Association in paying for the alum treatment proposed at Baboosic Lake in the spring of 2026 to reduce consistent cyanobacteria blooms each summer formed by deep water ‘internal loading’ of phosphorus. (Tax impact=\$0.04) (Majority vote required)

(The Board of Selectmen supports this article by a vote of 0-0-0.)

(The Ways and Means Committee supports this article by a vote of 3-3-0.)

ARTICLE 44: Baboosic Greenway Rail/Trail: Right-Of-Way Easement Process and Project Delivery Reaffirmation

To see if the Town will vote, pursuant to RSA 39:3, to direct Amherst, New Hampshire Town officers and employees to implement the previously approved Baboosic Greenway Rail Trail Project segment commonly known as North 02 (NHDOT Project No. 42593) and the Town's executed agreements with NHDOT, to the fullest extent permitted by law. And further, to reaffirm and direct that the Baboosic Greenway Rail Trail Project segment commonly known as North 02 shall continue to be advanced and delivered as previously approved, authorized, and funded by the voters of Amherst under Article 35 (2024) and Article 35 (2025) and consistent with the Town's executed agreement(s) with the New Hampshire Department of Transportation (NHDOT) for the shared-use path (“rail trail”) connection between Baboosic Lake Road and Walnut Hill Road, generally along the abandoned Milford & Manchester Branch railroad bed, including the Meeting Place Mall spur as described in Article 35 (2024); and further to authorize and direct the Select Board, Town Administrator, and Department of Public Works to manage and complete the Project's right-of-way easement acquisition in accordance with the applicable federal requirements and the NHDOT Local Public Agency Manual, as amended, or any successor guidance applicable to this Project, including identification of required property interests, appraisals/valuations as required, documented good-faith negotiations with landowners, including offers of just compensation where appropriate, and timely escalation to NHDOT for right-of-way easement assistance when voluntary acquisition is not achieved; and further, if the Town is unable to obtain the required easements or other property interests through voluntary acquisition despite documented good-faith efforts, to authorize and direct the Select Board submit a formal written request to the NHDOT and its Commissioner to, if necessary, exercise the State's authority to acquire required easements or other property interests for the Project, including by fee simple purchase or condemnation pursuant to RSA 230:75 and any applicable provisions of RSA 498-A; and further to direct that the Select Board shall diligently pursue such request, and further to direct that the Town shall not pursue a “no-build” outcome or a material scope or purpose reduction that results in an incomplete connection (i.e., isolated end segments with a gap preventing practical through travel), except where required by NHDOT or a federal funding agency due to legal impossibility; and further to require the Select Board to provide quarterly public status updates on right-of-way acquisition progress until the required property interests are secured.

Failure of this article shall not be construed to amend, rescind, or otherwise diminish the prior authorizations and appropriations approved under Article 35 (2024) and Article 35 (2025), nor the Town's obligations under its executed agreement(s) with NHDOT. (No tax impact) (Majority vote required)

Given under our hands and seal this Xth day of January 2026

Danielle Pray, Chairman

Pamela Coughlin, Clerk

John D'Angelo, Selectman

Cynthia Dokmo, Vice Chairman

Thomas Grella, Selectman



Town of Amherst, NH

BOARD OF SELECTMEN

STAFF REPORT

Title: Presentation of the MS 636 for signature

Department: Administration

Meeting Date: January 20, 2026

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: Approval of Traffic Ordinances per
the Public Hearings of December 22, 2025
and January 12, 2026

Department: Administration

Meeting Date: January 20, 2026

Staff Contact: _____

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to approve the inclusion of Lyndeborough Road in the Town of Amherst "No Through Trucking" Ordinance.

I move to approve the installation of a stop sign at the corner of Thornton Ferry I and Ravine Road.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

None



Town of Amherst, NH

BOARD OF SELECTMEN

STAFF REPORT

Title: Reappointment of Eric Doberstein as **Department:** Administration member of the Local River Management Advisory Committee, NH DES

Meeting Date: January 20, 2026 **Staff Contact:** _____

BACKGROUND INFORMATION:

Eric Doberstein is seeking reappointment as an Amherst representative to the Local River Management Advisory Committee, NH DES.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to reappoint Eric Doberstein to the NH DES Local River Management Advisory Committee.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. SoRLAC Reappointment- Eric Dobstein



**LOCAL RIVER MANAGEMENT
ADVISORY COMMITTEE
NOMINEE FORM**



New Hampshire Rivers Management and Protection Program

RSA 483:8-a

Please complete both sides of this form and email to riversprogram@des.nh.gov. Please type "NOMINEE FORM" and nominee's name in the subject line. Forms can also be sent by mail to: Rivers Coordinator, NHDES, 29 Hazen Drive, P.O. Box 95, Concord, NH 03302-0095. For questions please contact the Rivers Coordinator at 271-2959.

Nominee Information

Nominee Name:	Eric Doberstein		Date:	Jan 15, 2026
Street Address:	178 Amherst St			
Town:	Amherst		Zip Code:	03031
Phone (home):	603	Phone (cell): 769 1477	Phone (work):	
Email:	Souhegan.river.monitoring@gmail.com			

Nomination Information

Type of Appointment -	<input type="checkbox"/> New Appointment	<input checked="" type="checkbox"/> Reappointment
River Name:	Souhegan	
Type of Representation -	<input checked="" type="checkbox"/> Municipality:	Other:
Please state your interest(s) in serving on the Local River Management Advisory Committee:		
<input type="checkbox"/> Local Government	<input checked="" type="checkbox"/> Conservation	<input type="checkbox"/> Agriculture
<input type="checkbox"/> Business	<input checked="" type="checkbox"/> Recreation	<input type="checkbox"/> Riparian Landowners
<input type="checkbox"/> Other, please specify:		

Board of Selectmen or Authorized Signature(s) – REQUIRED (e-signature acceptable)

Name:	Title:
Name:	Title:
Name:	Title:

Note: By statute, the New Hampshire Rivers Management Advisory Committee appoints the Local River Management Advisory Committee (LAC) members for each Designated River from nominees submitted by the local governing bodies through which the Designated River flows (RSA 483:8-a).

Additional Information

Please include a short description of your relevant background knowledge of local river-related issues or general river management and protection:

I have served on the committee for the last three years. I have a strong background in life science and engineering. I lead the water quality monitoring program. I present river stories to Amherst School kids. I paddle the Souhegan regularly.

Most Local Advisory Committees engage in a variety of activities. Reviewing those activities listed below, please check those that are of most interest to you:

- Grant Writing Public Education Committee Administration
 Event Organization Public Relations Management Plan Preparation/Implementation

Other, please specify: *water Quality Monitoring*

Most Local Advisory Committees meet monthly. In some cases they may meet more frequently to complete specific tasks, while in other cases your attendance may not be required at all meetings. Please check one of the boxes below to indicate your availability to attend regularly scheduled meetings:

- I can attend monthly meetings on most weeknights
 I can attend monthly meetings only if scheduled on a specific weeknight
 I can only attend a limited number of monthly meetings
 I cannot attend monthly meetings, but am willing to complete tasks on behalf of the Committee

For NHDES Office Use Only

LAC Member List and Contacts Database updated (date):

LAC Chair and Nominee have been contacted regarding nomination on (date):

RMPP Staff recommends appointment to the Rivers Management Advisory Committee -

Approve

RMPP staff:

Date:

Appointment confirmation sent to municipality and LAC Chair on (date):

Appointment letter and information packet sent on (date):

(603) 271-2959 riversprogram@des.nh.gov
PO Box 95, Concord, NH 03302-0095
www.des.nh.gov



Town of Amherst, NH

BOARD OF SELECTMEN

STAFF REPORT

Title: Minutes

Meeting Date: January 20, 2026

Department: Administration

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to approve the minutes of December 8, 2025.

I move to approve the minutes of December 22, 2025.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. 2025.12.08_DRAFT
2. 2025.12.22_DRAFT (LD Edits)
3. 2025.12.22_DRAFT (LD Edits)



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room

2 Main Street

Monday, December 8, 2025, 6:30PM

1 **Attendees:** Chairman Danielle Pray; Selectman John D'Angelo, Selectman Pamela Coughlin,
2 Selectman Tom Grella, Selectman Cynthia Dokmo
3 **Staff present:** Town Administrator Lincoln Daley; EA/HRC Jennifer Stover; DPW Director Eric
4 Slosek, Finance Director Jacob Fitzgerald; Fire Chief Waldron; Recreation Director Arene
5 Berry; Police Chief Ciampoli
6

7 **1. Call to Order**

8 Chair Danielle Pray called the public meeting to order at 6:30p.m.
9

10 **2. Pledge of Allegiance – led by the Board**

11 **3. Board Recognition**

12 **3.1. Recognition of Souhegan High School Girls Varsity Field Hockey – State
13 Champions**

14 This item was postponed to a future meeting.
15

16 **4. Citizens Forum**

17 Will Lutd, 3 School Street and representing the Amherst Community Council. Explained that
18 tomorrow evening there will be an Exhibition of Learning and Art at Souhegan High School. At
19 7pm there will be holiday music show.
20

21 **5. Administration**

22 **5.1. Amherst Municipal FY27 Budget - Presentation (DRAFT 5) and Warrant
23 Articles**

24 Finance Director Jacob Fitzgerald explained that the anticipated cost for the Souhegan Regional
25 Landfill District assessment cost was reduced slightly, and so one of the requested positions was
26 added back into the budget. The contract cleaning lines were also consolidated to one line for the
27 whole Town. The currently proposed budget totals \$18,898,485.
28

29 Town Administrator Daley noted that the proposed health insurance is through Health Trust and
30 the numbers projected are based on an upper level estimated for comparable communities. The
31 actual numbers will not be provided until April of next year.
32

33 Diane Layton, Ways & Means Committee, expressed concern regarding the line item for
34 Pennichuck hydrants. Town Administrator Daley explained that the rates are approved by the
35 Public Utilities Commission. The next public hearing for the rates will occur at the State level on
36

40 January 15th. Town staff will attend that meeting to obtain additional information. A consultant
41 may be used to evaluate the rate structure once provided.

42
43 There was consensus on the Board and Ways & Means Committee to move forward with this
44 budget as presented.

45
46 The Board reviewed the proposed Warrant Articles.

47
48 Finance Director Fitzgerald stated that the first article is an open space acquisition bond in the
49 amount of \$10M to purchase land for conservation purposes over a five year period. The New
50 Hampshire Municipal Bond Bank provided anticipated debt service schedules for both a 30-year
51 and a 20-year issuance. The 20-year bond would be 4.3% interest, and the 30-year bond would
52 be 4.86% interest. These are both based off a July 2025 sale. In both instances, only the first year
53 interest payment is applicable, where the second year captures the first principal payment. The
54 first year interest would be \$250,000. For the 20-year issuance, a true first year cost would be
55 \$965,000 and for the 30-year issuance, a true cost would be \$838,000. The tax rate impact for the
56 first year would be \$0.10 based on the \$250,000 amount. The Town could also choose to go to
57 the public market and realize other rates or payment terms for this bond.

58
59 Selectman Grella stated that he previously suggested a line of Town credit which could be used
60 for road work. There would be the ability to borrow up to \$4M each year until the entire \$15M is
61 used up. Mark Bender, Conservation Commission, stated that a 20-year bond maximum would
62 be more palatable. It is unclear if a line of credit possibility could be used for land acquisition,
63 but this should be explored further.

64
65 Selectman D'Angelo asked if the Warrant Article would need to be amended in order to consider
66 a Town line of credit for the acquisition. Finance Director Fitzgerald stated that the language
67 would need to be amended and he would look into this further.

68
69 Joseph Broderick, Ways & Means Committee, suggested two Warrant Articles for the open
70 space acquisition bond: one for \$5M and one for \$10M. If the \$10M Article failed, it would
71 allow the voters a chance to vote on the \$5M.

72
73 Rob Clemens, Conservation Commission, stated that \$10M was considered based on the cost of
74 land acquisition at this time. The Commission would be amenable to extend the time period in
75 the Article from five years to ten years.

76
77 Finance Director Fitzgerald reviewed the Fire Rescue Vehicle and Equipment Purchase and
78 Repair Capital Reserve Fund. The amount was increased to \$400,000. It was originally
79 anticipated that there would be a separate Warrant Article to create a Fire Small Vehicle and
80 Equipment Capital Reserve, but these have been rolled into one Article. Fire Chief Waldron
81 stated that this Fund covers the fire apparatus, EMS equipment, staff vehicles , and smaller
82 equipment. The amount being requested number had not increased by any significant amount in
83 many years. It had been funded at a rate of \$267,000 for the last 3-4 years at least. In the past
84 five years, fire apparatus purchases have doubled in price. He plans to pursue grant opportunities
85 for radios or purchase them incrementally.

86
87 Selectman Dokmo stated that the legislature has passed a law saying that, in two years, unless a
88 town opts out, there can be keno and games of chance without permission of the town. She
89 suggested putting an opt-out provision on the Warrant.

90
91 **5.2. Discussion of BOS Meeting calendar - adding January 20th**
92

93 The last date to post the Warrant, the budget and the default budget is January 26, 2026. The
94 Public Budget hearing is scheduled for January 12th. The Board agreed to add a meeting date on
95 January 20, 2026, time TBD.

96
97 **6. Staff Reports**

98 **6.1. Public Works Department – Town Facility Cleaning Services Bids**
99

100 DPW Director Slosek stated that the Department of Public Works issued a solicitation for sealed
101 bids for Town building cleaning services and received a total of twelve submissions. Following a
102 comprehensive review of all proposals and discussion at this week's staff meeting, the field has
103 been narrowed to two vendors: Virtuosity Cleaning Solutions and MD Building Services. The
104 request is for the Board to authorize an award of up to \$90,000 (inclusive of daily services and
105 an additional \$10,000 for as-needed services), contingent upon satisfactory reference checks and
106 responses to outstanding questions. Further, to authorize the DPW Director to make the final
107 vendor selection between the two firms upon confirmation of these satisfactory contingencies.

108
109 *A MOTION was made by Chairman Pray and SECONDED by Selectman Dokmo to authorize
110 the Department of Public Works to award a contract for Town building cleaning services to MD
111 Building Services for a sum not to exceed \$80,262 with additional services not to exceed \$10,000
112 finding that this bid is the most advantageous to the Town. Further, that the Board authorize the
113 DPW Director to make the sign the related agreement.*
114

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

115
116 **6.2. Fire Rescue Department – Acceptance of Donation From Walmart**
117

118 Deputy Chief Hevey explained that the Amherst Wal-Mart (Store 1796) has donated to the Fire
119 Rescue Department a 70" Samsung flat screen television. This television will be installed in the
120 D training room which is used for both internal meetings and training sessions. Total value of
121 donation is \$548.00.

122
123 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the
124 donation of a 70" Samsung flat screen television, valued at \$548, from the Amherst Wal-Mart
125 (Store 1796), for use at the Fire & Rescue Department.*
126

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

127
128 **6.3. Fire Rescue Department – Aerial Truck Replacement**
129

130 Fire Chief Waldron reviewed the proposed aerial truck replacement. The Fire Rescue
131 Department requests authorization to purchase a new mid-mount aerial fire truck to replace the

132 interim 2001 E-One aerial acquired earlier this year, moving toward a permanent aerial apparatus
133 solution. The selected Pierce aerial, at a cost not to exceed \$2,275,000, offers long-term
134 reliability, enhanced operational capability, and overall cost savings for the Town. To finance the
135 purchase, the Department proposes applying the previously approved \$1.9M Warrant Article and
136 supplementing it with up to \$375,000 from the Fire Rescue Vehicle and Equipment Purchase and
137 Repair Capital Reserve Fund. Additionally, it recommends engaging Brindlee Mountain Fire
138 Apparatus to broker the sale of the existing aerial vehicle. Said proceeds of the sale of the aerial
139 apparatus will be received in the General Fund as a sale of municipal property and appropriated
140 to the Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve Fund via a
141 future warrant article. This investment will ensure the Town retains essential, dependable
142 emergency response capacity, aligns with long-term apparatus needs, and leverages favorable
143 pricing in light of current industry-wide supply delays. The lead time is 12-13 months from the
144 quarterly build slot, which could be as soon as March.
145

146 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to authorize
147 the Town to enter into a purchase agreement, and subsequently a purchase contract, with
148 Allegiance and Pierce Manufacturing for a new mid-mount aerial apparatus at a cost not to
149 exceed \$2,275,000 contingent upon final contract terms acceptable to the Town and reviewed by
150 Town Counsel.*

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

152
153 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to approve
154 the withdrawal of up to \$375,000 from the Fire Rescue Vehicle and Equipment Purchase and
155 Repair Capital Reserve Fund under the authority of the Board of Selectmen to cover the
156 difference between the \$1.9 million aerial apparatus warrant article and the maximum (non-
157 discounted) purchase price of the new aerial apparatus.*

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

159
160 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to authorize
161 the Fire Rescue Chief and Town Administrator to enter into a contract with Brindlee Mountain
162 Fire Apparatus for the sale of the Town's 2001 E-One aerial truck, at a sale price to be
163 determined by the Town, with a 5% brokerage fee. Said proceeds of the sale of the aerial
164 apparatus will be received in the General Fund as a sale of municipal property and
165 appropriated to the Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve
166 Fund via a future warrant article.*

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

168
169 **6.4. Recreation Department – Acceptance of Donation For Trex Bench**
170
171 The Recreation Department is grateful of the offer of a donation of a bench valued at \$409.00
172 from the DAR - Captain Josiah Crosby Chapter. This bench will be placed at Buck Meadow next
173 to the lending library
174

175 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the
176 donation of one Trex Bench to the Amherst Recreation Department valued at \$409.00
177 Vote: 5-0-0; motion carried unanimously.*

178

179 **7. Consent Agenda**

180

181 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to approve*
182 *the consent agenda, as presented.*

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

184

185 **7.1. AP and Payroll Manifest Approvals**

186

187 Accounts Payable Manifest in the amount of \$2,400.00 dated November 21, 2025, subject to
188 review and audit.

189

190 Accounts Payable Manifest in the amount of \$3,008.12 dated November 26, 2025, subject to
191 review and audit.

192

193 Accounts Payable Manifest in the amount of \$289,664.67 dated November 26, 2025, subject to
194 review and audit.

195

196 Accounts Payable Manifest in the amount of \$3,617,142.00 dated December 1, 2025, subject to
197 review and audit.

198

199 Accounts Payable Manifest in the amount of \$3,339,995.47 dated December 4, 2025, subject to
200 review and audit.

201

202 **7.2. Pole License**

203

204 **8. Other Approvals**

205 **8.1. Minutes**

206

207 *A MOTION was made by Selectman Coughlin and SECONDED by Selectmen D'Angelo to*
208 *approve the meeting minutes of November 10, 2025.*

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

210

211 *A MOTION was made by Selectman Coughlin and SECONDED by Selectmen D'Angelo to*
212 *approve the meeting minutes of November 21, 2025.*

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

214

215 *A MOTION was made by Selectman Coughlin and SECONDED by Selectmen D'Angelo to*
216 *approve the meeting minutes of November 24, 2025.*

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

218

219 **8.2. Appointment of Fire Chief Don Waldron as emergency Management**
220 **Director**

221

222 Town Administrator Daley explained that, due to the resignation of Fire Chief Conley, Police
223 Chief Ciampoli was appointed the Emergency Management Director. With the hire of Fire Chief
224 Don Waldron, the Emergency Management Director role will revert to him.

225

226 *A MOTION was made by Selectman Dokmo and SECONDED by Selectmen Grella to appoint
227 Fire Chief Don Waldron as the Emergency Management Director for the Town of Amherst,
228 effective immediately.*

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

230

231 **9. New Action Items**

232

233 The Board reviewed its new action items, including to finalize the budget and the Warrant
234 Article language. A revised contract for the aerial truck will also be sent to Town Counsel for
235 review.

236

237 **10. Old/New Business**

238

239 Selectman Dokmo noted that the Town contributed four trees to the Festival of Trees. As a result
240 of the event, over \$60,000 was raised for SHARE.

241

242 Selectman D'Angelo stated that there will be a Bike Ped Advisory Committee meeting tomorrow
243 evening at 7pm. Also, the German Christmas Market will be held on Saturday. Amherst residents
244 may attend for free.

245

246 Selectman Coughlin stated that she spoke with the new Register of Deed regarding property
247 fraud alerts.

248

249 Jennifer Stover stated that there will be a Town employee/volunteer holiday party on Friday.

250

251 **Adjournment**

252

253 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectmen Coughlin to
254 adjourn the meeting at 8:40pm.*

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

256

257

258 **NEXT MEETING: December 22, 2025**

259

260

261 *Selectman Pamela D. Coughlin Date*



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room

2 Main Street

Monday, December 22, 2025, 6:30PM

1 **Attendees:** Chairman Danielle Pray; Selectman John D'Angelo, Selectman Tom Grella,
2 Selectman Cynthia Dokmo
3 **Staff present:** Town Administrator Lincoln Daley; EA/HRC Jennifer Stover; DPW Director Eric
4 Slosek, Finance Director Jacob Fitzgerald; Police Chief Ciampoli; Fire Chief Waldron
5

6 **1. Call to Order**

7 Chair Danielle Pray called the public meeting to order at 6:32p.m.
8

9 **2. Pledge of Allegiance – led by Captain Derek Mahoney**

10 **3. Citizens Forum**

11 Will Ludt, 3 School Street, noted that there is a movement to install a firing range at the New
12 Boston Space Force Station. The current plan is to place the range approximately 100 yards from
13 Freestyle Farm at the end of Mack Hill Road. There will be a study and public hearings at some
14 point.
15

16 **6. Board Recognition**

17 **6.1. Recognition of Officer Mark Frederick and Introduction of K-9 Niko**

18 Chief Ciampoli stated that the Amherst Police Department is pleased to formally introduce K-9
19 Niko, the Department's first patrol K-9. Officer Frederick and K-9 Niko recently completed a
20 rigorous 13-week Patrol School. The Amherst Police Department congratulates Officer Frederick
21 and K-9 Niko on the successful completion of Patrol School and recognizes the exceptional
22 effort and dedication exhibited by both. This accomplishment marks an important advancement
23 in the Department's operational capabilities and commitment to public safety.
24

25 The Board welcomed K-9 Niko and thanked Officer Frederick for his time and effort. Officer
26 Frederick provided the Board with a summary of responsibilities and responded to questions
27 from the Board and public.
28

29 **4. Scheduled Appointments**

30 **4.1. 2025 DRA Sales Ratio Survey – Angela Silva, Assessor**

31 Angela Silva, Assessor, explained that the New Hampshire Department of Revenue
32 Administration (DRA) conducts an annual Sales Ratio Survey to measure how local property
33 assessments compare to current market values. The results are used by the DRA to determine
34 each municipality's equalization ratio and to support fair and equitable property taxation
35 statewide. For the 2025 Sales Ratio Survey, the Town's sales data and preliminary results were
36 reviewed by the Town's assessing consultant, Granite Hill Municipal Services. There were 178
37
38
39
40

41 valid sales for the 12 months of the study, and the average sales price was \$640,000, which was
42 very close to last year's average. The data shows that the market is slowing down but still doing
43 well overall.

44
45 The Board was asked to review and sign the Sales Ratio Survey Certification Form, confirming
46 that the information submitted to the DRA is accurate to the best of the Town's knowledge.
47

48 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the
49 findings and recommendations of the Town Assessing Agent regarding the review of the 2025
50 New Hampshire Department of Revenue Administration Sales Ratio Survey and for the Board of
51 Selectmen to sign the Sales Ratio Survey Certification Form.*

52 *Vote: 4-0-0; motion carried unanimously.*

53
54 **5. Public Hearing**

55 **5.1. Public Hearing: Adding Lyndeborough Road to the No Through Trucking
56 Ordinance list; Proposed stop sign at the corner of Thornton Ferry I and
57 Ravine Road.**

58
59 Chief Ciampoli and DPW Director Slosek explained that complaints have been received from
60 residents. One dealing with the lack of a stop sign on Thornton Ferry Road I at the intersection
61 with Ravine Road. When traveling on Ravine Road, there is very limited sight distance given the
62 curvature of the road. Calculations and time tests found that the curve does not offer sufficient
63 sightline distance by national standards to safely enter the roadway from Ravine Road onto
64 Thornton Ferry Road I without the potential of an angular collision. The recommendation is to
65 install a stop sign, with the potential for an additional stop sign at the other corner of the road as
66 well. Roadway markings are also proposed. Residents would be educated regarding the new
67 traffic condition.

68
69 The second item is a proposed No Through Trucking Ordinance for Lyndeborough Road. This
70 was based on a concern from a resident regarding large, tractor trailer type trucks driving very
71 fast down the road, posing a safety issue. The Nashua Regional Planning Commission (NRPC)
72 conducted two traffic studies along the road and created a report which showed that there was
73 not a significant problem with trucks, totaling an average of less than three per day. In reviewing
74 the topography of the road, such as the horizontal and vertical alignments, the Traffic Safety
75 Committee unanimously recommended that the road is not safe for large tractor trailers to be
76 traveling it as a through road. The recommendation is to post the road as No Through Trucking
77 due to the frequent curves and poor lines of sight.

78
79 The public hearing was opened at 7:01pm. There will be a second public hearing on these items
80 on January 12, 2026.

81
82 Kelly Mullin, 48 Christian Hill Road, asked for information regarding how the No Through
83 Trucking proposal may impact Christian Hill Road, as Boston Post Road is already marked as
84 No Through Trucking. DPW Director Slosek stated that displaced traffic could be addressed in
85 the future. Chief Ciampoli noted that it would be difficult for large trucks to access Christian Hill
86 Road if both of the endcap roads are marked as No Through Trucking.

Will Lutd, 3 School Street, asked during what time period the NRPC study was performed. Chief Ciampoli stated that it was conducted from August 7th-August 18th. Will Lutd stated that he believes the proposal would be a benefit to those along Lyndeborough Road.

A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to close the public hearing.

Vote: 4-0-0; motion carried unanimously.

7. Board Appointments

7.1. Appointments for the Bicycle and Pedestrian Advisory Committee

Chairman Pray explained that the Bicycle & Pedestrian Advisory Committee (BPAC) Chair, Wendy Rannenberg, has announced her intention to step down from the position and has requested to move to an Alternate role on the Committee. To ensure continuity of leadership, the Committee is recommending that Nancy Gerzon be appointed to a full membership position and assume the role of Chair, with a term expiring 2028. In addition, the Committee requested that current Alternate Ryan Helfand be appointed to Vice-Chair, also with a term ending 2028. Wendy Rannenberg would then fill Ryan Helfand's Alternate position, with a term expiring 2027. Following these changes, there will remain one vacancy for an Alternate position, with a term ending 2027.

Nancy Gerzon stated that she and Ryan Helfand look forward to working closely with the Board and Town. She thanked Wendy Rannenberg for her service and effort to the Town.

A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the resignation of Wendy Ranneberg as Chair, moving to the position of Alternate with a term ending in 2027. Further, to appoint Nancy Gerzon to the position of a full member, with a term ending in 2028. Further, to appoint Ryan Helfand to the position of a full member, with a term ending in 2028.

Vote: 4-0-0; motion carried unanimously.

8. Administration

8.1. Amherst Municipal FY27 Budget – Presentation (DRAFT 6) and Warrant Articles

Finance Director Jacob Fitzgerald presented draft 6 of the FY27 budget. He explained that it includes a \$7,700 increase from the draft 5 budget. The primary source of the increase is contracted services and equipment purchased for the Emergency Management Department. Also of note, the Souhegan Regional Landfill District finalized its budget. The number previously estimated in the budget for this item remains the same.

A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the budget be presented at a public hearing on January 12, 2026.

Vote: 4-0-0; motion carried unanimously.

133 Finance Director Fitzgerald stated that he met with representatives from the Conservation
134 Commission regarding the proposed bond Warrant Article and the comments made at previous
135 meetings. The current proposal is to bring the \$10,000,000 bond request for the acquisition of
136 Open space before the voters and not bring an alternative scenario so the. The DRA and legal
137 bond counsel were satisfied with the article as presented.

138
139 Kirk Rogers, Ways & Means Committee, asked if there will be specific information regarding
140 the bond, such as the proposed duration, on the Warrant Article. He asked how residents will be
141 able to determine the potential tax impact of the bond. Finance Director Fitzgerald stated that the
142 specifics of the bond duration will be determined by the Board and can be presented with the
143 Article.

144
145 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the Open*
146 *Space Acquisition Bond Article be presented at a public hearing on January 12, 2026.*
147 *Vote: 4-0-0; motion carried unanimously.*

148
149 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo that the*
150 *Contingency Fund Article be presented at a public hearing on January 12, 2026.*
151 *Vote: 4-0-0; motion carried unanimously.*

152
153 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella that the*
154 *Babooasic Lake Septic Operating Budget Article be presented at a public hearing on January 12,*
155 *2026.*
156 *Vote: 4-0-0; motion carried unanimously.*

157
158 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Dokmo that the*
159 *Communications Center Capital Reserve Fund Article be presented at a public hearing on*
160 *January 12, 2026.*
161 *Vote: 4-0-0; motion carried unanimously.*

162
163 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo that the*
164 *Computer Capital Reserve Fund Article be presented at a public hearing on January 12, 2026.*
165 *Vote: 4-0-0; motion carried unanimously.*

166
167 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo that the*
168 *Assessing Revaluation Capital Reserve Fund Article be presented at a public hearing on January*
169 *12, 2026.*
170 *Vote: 4-0-0; motion carried unanimously.*

171
172 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the*
173 *Bridge Repair and Replacement Capital Reserve Fund Article be presented at a public hearing*
174 *on January 12, 2026.*
175 *Vote: 4-0-0; motion carried unanimously.*

177 *A MOTION was made by Selectman Grella and SECONDED by Selectman D'Angelo that the*
178 *Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve Fund Article be*
179 *presented at a public hearing on January 12, 2026.*

180 *Vote: 4-0-0; motion carried unanimously.*

181

182 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo that the*
183 *Fire Rescue PFAS Free Personnel Protective Equipment Reserve Fund Article be presented at a*
184 *public hearing on January 12, 2026.*

185 *Vote: 4-0-0; motion carried unanimously.*

186

187 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the DPW*
188 *Vehicle/Equipment Acquisition and Replacement Capital Reserve Fund Article be presented at a*
189 *public hearing on January 12, 2026.*

190 *Vote: 4-0-0; motion carried unanimously.*

191

192 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman D'Angelo that the*
193 *Multimodal Facilities Capital Reserve Fund Article be presented at a public hearing on January*
194 *12, 2026.*

195 *Vote: 4-0-0; motion carried unanimously.*

196

197 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo that the DPW*
198 *Transfer Station Deck Replacement and Purchase Article be presented at a public hearing on*
199 *January 12, 2026.*

200 *Vote: 4-0-0; motion carried unanimously.*

201

202 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella that the*
203 *Establish Town Facilities Repair and Replacement Capital Reserve Fund Article be presented at*
204 *a public hearing on January 12, 2026.*

205 *Vote: 4-0-0; motion carried unanimously.*

206

207 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the*
208 *Modify the optional tax credit for service-connected total disability Warrant to be presented at a*
209 *public hearing on January 12, 2026.*

210 *Vote: 4-0-0; motion carried unanimously.*

211

212 Town Administrator Daley stated that the Town is working with a third-party tower company to
213 locate a tower on the Fire and Police town-owned property. The goal is for the third-party tower
214 company to build a monopole structure to house the Town's communication equipment while
215 also offering opportunities to locate telephone carriers on the same tower. This would resolve the
216 Town's current communication issues with the Emergency Management Department and allow
217 for additional cell coverage for residents at no cost to the Town. There may also be an
218 opportunity for some revenue generation through this partnership. Staff continues to work with
219 the Board and Town Counsel to develop a Warrant Article that would give the Board authority to
220 enter into a long-term land lease to allow the company to locate on the Town property and
221 construct at no cost to the Town.

222

223 Andrew Pataky, Ways & Means Committee, asked if the company will pay the Town for the
224 land. Town Administrator Daley stated that the intention is for the tower to be built at no cost to
225 the Town. Other details are still pending.

226

227 **8.2. Town Administrator Updates**

228

229 Town Administrator Daley provided the following updates.

230

231 1. New Boston Tracking Station - Tower Replacement

232 Town Administration, along with the Fire Chief and Police Chief, recently attended a meeting at
233 the New Boston U.S. Space Force Station with representatives from Bedford and New Boston,
234 and officials from the U.S. Space Force. The purpose was to discuss planning for the
235 replacement of the existing lattice communications tower located on the base. During the
236 meeting, base representatives and their engineering consultants presented potential replacement
237 options and proposed locations. The meeting also provided an opportunity for community input
238 and questions regarding the project. Based on the information presented, the proposed locations
239 and tower height will not impact Town communications. Town staff will continue to work
240 collaboratively with federal representatives and surrounding communities to ensure ongoing
241 coordination and to address any concerns as the project moves forward.

242

243 2. Route 122 / Merrimack Road – Intersection Improvements

244 Town Administration, with the Police Chief and Public Works Director, met with representatives
245 from the New Hampshire Department of Transportation (NHDOT) to discuss potential short- and
246 intermediate-term safety improvements at the intersection of Route 122 and Merrimack Road.
247 NHDOT indicated that the improvements currently under consideration will not impact or limit
248 long-term solutions identified in the agency's 10-Year Plan. The improvements discussed
249 include converting the intersection to four-way stop control, installing enhanced advance
250 warning signage, and improving vegetation management to increase visibility and overall safety.
251 NHDOT representatives are scheduled to appear before the Board at the January 26, 2026,
252 meeting to review the proposed intersection improvements and to seek the Town's support for
253 implementation during the 2026 construction season.

254

255 3. DPW Solar Project Update

256 The DPW solar project has been successfully completed and is fully operational. The project
257 included the installation of a 54 kWh solar photovoltaic system on the DPW salt shed, which is
258 currently generating electricity and offsetting on-site energy consumption. The total out-of-
259 pocket cost to the Town was approximately \$10,000, reflecting the fact that a previously
260 anticipated \$6,840 Eversource rebate was no longer available at the time of installation. In
261 support of project funding, the Town submitted a reimbursement request to the New Hampshire
262 Department of Energy last week in the amount of \$96,777. The Town anticipates receiving this
263 reimbursement in the near future. In addition, the project qualifies for a federal tax credit, which
264 the Town will apply for at an estimated total of \$44,407. Together, these funding sources
265 significantly reduce the overall net cost of the project. To further enhance the financial return,
266 the Town must contract with a Renewable Energy Credit (REC) broker to sell the energy credits
267 generated by the system on the open market. Proposals were received from two reputable firms,

268 and Town staff is currently reviewing the proposals. A recommendation will be presented to the
269 Board at a future meeting.

270
271 Based on current electrical usage and projected production, total first-year savings from reduced
272 electrical costs and REC revenue are estimated at \$8,596. This level of savings results in an
273 estimated return on investment of approximately 1.26 years, demonstrating the strong financial
274 and operational benefits of the DPW solar installation.

275
276 Town Administrator Daley explained that Staff met with CivicPlus, the Town's website
277 provider, regarding integration of a new platform. The revised website should be up and running
278 by June.

279
280 **9. Staff Reports**

281 **9.7. Finance Department – Approval of Cooperative Purchasing Agreements –**
282 *the Board took up this item at this time.*

283
284 Finance Director Fitzgerald explained that the Town's currently approved purchasing policy
285 includes an optional purchasing method that allows a Department Head, with approval of the
286 Town Administrator and/or Board of Selectmen, to waive bidding procedures when purchasing
287 through cooperative purchasing agreements that have been previously approved by the Board of
288 Selectmen. The Finance Office shall maintain a list of pre-approved cooperative purchasing
289 agencies and contract agreements.

290
291 The request of the Board is the approval of the following agreements to be placed on the pre-
292 approved list:

- 293 • Sourcewell
294 • HGACBuy (Houston-Galveston Area Council)
295 • COMMBuys (Massachusetts state bid)
296 • Plymouth County Commissioners (Plymouth County, MA)
297 • CT-DAS (Connecticut State bid)

298
299 Utilizing these agreements allows for the ability to procure assets that New Hampshire did not
300 bid for or potentially realize more favorable costs than the New Hampshire bid price.

301
302 Chairman Pray suggested an annual informal audit process for certain purchases from these
303 vendors to ensure that they are competitive.

304
305 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to approve
306 the additions of Sourcewell, HGACBuy (Houston-Galveston Area Council), COMMBuys
307 (Massachusetts state bid), Plymouth County Commissioners (Plymouth County, MA), and CT-
308 DAS (Connecticut State bid) to the list of pre-approved purchasing agreements, pursuant to the
309 Town's purchasing policy.*

310 *Vote: 4-0-0; motion carried unanimously.*

311
312 Selectman D'Angelo stated that the Town Administrator's report mentions that the Finance
313 Department is short one employee. He asked about a plan to backfill for the empty position.

314 Finance Director Fitzgerald stated that the Department has been utilizing an employee from
315 another department. Alternative options are being explored.
316

317 **9.1. Public Work Department – New DPW Hire - Regular Part-Time Transfer**
318 **Station Attendant**
319

320 DPW Director Slosek stated that the Department recently advertised the position of Regular Part-
321 Time Transfer Station Attendant to fill the current vacancy. Following a review of submitted
322 applications and the completion of the interview process, the Department recommends the
323 appointment of Brittany Lovejoy to this position.
324

325 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to approve*
326 *the hiring of Brittany Lovejoy as a Regular Part-Time Transfer Station Attendant within the*
327 *Department of Public Works, effective December 23, 2025, at Grade 3, Step 4, at an hourly rate*
328 *of \$23.44 (annualized at \$35,956.96), in accordance with the Town's compensation plan.*
329 *Further, to authorize an increase in compensation to Grade 3, Step 5, at an hourly rate of \$23.92*
330 *(annualized at \$36,693.28), upon Ms. Lovejoy's successful attainment of both a New Hampshire*
331 *Department of Environmental Services Solid Waste Operator Certificate and a New Hampshire*
332 *Weighmaster License, as verified by the Department of Public Works.*

333 *Vote: 4-0-0; motion carried unanimously.*

335 **9.2. Fire Rescue Department – Purchase of Pierce for Ariel Truck (Update)**
336

337 Fire Chief Waldron updated the Board on the current status of the Town's purchase of the Pierce
338 Aerial Truck, including progress to date and any relevant timeline or contractual considerations.
339

340 *A MOTION was made by Chairman Pray and SECONDED by Selectman Grella to authorize the*
341 *Town Administrator to sign the brokerage contract with Brindley Mountain Sales for the sale of*
342 *the 2004 E1 aerial.*

343 *Vote: 4-0-0; motion carried unanimously.*

345 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to execute the*
346 *purchase order as presented and authorize the Town Administrator to sign on behalf of the*
347 *Board of Selectmen.*

348 *Vote: 4-0-0; motion carried unanimously.*

350 **9.3. Fire-Rescue Department – Acceptance of donation**
351

352 Fire Chief Waldron explained that the Fire-Rescue Department seeks authorization to accept a
353 donation of a \$100 Hannaford gift card. This card was donated by Hannaford Jenkins Road in
354 order to provide holiday meals for Fire-Rescue staff working on the holidays.
355

356 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo to accept*
357 *donation from the Amherst Fire-Rescue Association in the amount of \$100.00.*

358 *Vote: 4-0-0; motion carried unanimously.*

360 **9.4. Fire Rescue Department – Department Name Change**

361
362 Fire Chief Waldron stated that, in keeping with the unifying vision of the future of the
363 department, the Fire-Rescue department seeks Board approval to change the name to "Amherst
364 Fire and EMS". This name change symbolizes the community's recognition of the commitment
365 and dedication of ALL members of the Fire and EMS department to the Town of Amherst.

366
367 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to approve
368 the name change from Amherst Fire-Rescue to "Amherst Fire and EMS."*

369 *Vote: 4-0-0; motion carried unanimously*

370 **9.5. Fire Rescue Department – Rescue Boat Surplus Item**

371
372 Fire Chief Waldron stated that the Fire-Rescue Department is requesting authorization to declare
373 surplus one Avon rescue boat, manufactured in 2000. This vessel is no longer needed for
374 departmental operations as the Fire-Rescue Department has received a new rescue boat through a
375 donation from the Amherst Fire-Rescue Association. Approval of this request will allow the
376 Town to formally remove the older boat from service and dispose of it in accordance with Town
377 surplus property procedures.

378
379 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to authorize
380 declaring the 2000 Avon Fire-Rescue boat as surplus property and approving its disposal by the
381 in accordance with Town policy, with the understanding that the Fire-Rescue Department will
382 attempt to sell the boat through an approved auction service.*

383 *Vote: 4-0-0; motion carried unanimously*

384 **9.6. Fire-Rescue Department – Acceptance of \$4,000 New Hampshire Volunteer
385 Engagement Mini-Grant**

386
387 Fire Chief Waldron stated that the Fire-Rescue Department has been awarded a \$4,000 New
388 Hampshire Volunteer Engagement Mini-Grant to support the development and production of
389 promotional and recruitment videos. The purpose of this grant is to enhance the Department's
390 outreach efforts and attract new volunteers by showcasing the vital work, training, and
391 community impact of Fire-Rescue personnel. The grant funds will be used for all costs directly
392 associated with producing high-quality promotional content, including video production, editing,
393 and related materials. Acceptance of this grant will allow the Department to leverage state
394 resources to strengthen volunteer recruitment efforts without placing additional financial burden
395 on the Town.

396
397 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the
398 New Hampshire Volunteer Engagement Mini-Grant in the amount of \$4,000 and to authorize the
399 Town Administrator to execute the contract on behalf of the Board of Selectmen.*

400 *Vote: 4-0-0; motion carried unanimously*

401

402

403

404

405

406 **10. Consent Agenda**

407
408 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo to*
409 *approve the consent agenda items #10.1, 10.2, and 10.4.*

410 *Vote: 4-0-0; motion carried unanimously.*

411 **10.1. December Tax Warrant 2025**

414 **Levy of December 2025 Tax Warrant**

415 **Item A.** The attached is a Levy of 2025 Tax Warrant directing the Tax Collector to collect the
416 taxes in the list committed to the sum of \$30,391,013.00. The Department of Revenue requires
417 the Warrant be signed by the governing Board of Selectmen.

419 **10.2. Current Use Application 2026**

421 **Current Use Application Recommendation**

422 **Item B.** This is an application for Current Use. Our Assessor has reviewed the Application, and
423 determined the applicant qualifies for 4.035 acres, Map 004, Lot 154-000 to be placed in Current
424 Use under RSA 79-A and CUB 304.01 and recommends approval. These 4.035 acres are
425 contiguous with Map 004, Lot 146-004, containing 41.69 acres of the same owner.

427 **10.4. Finance Manifests**

429 **Accounts Payable Manifests, subject to review and audit:**

430 \$34,336.42, December 11, 2025
431 \$18,059.46, November 5, 2025
432 \$10,659.54, October 7, 2025
433 \$11,935.00, December 8, 2025
434 \$419,740.03, December 16, 2025

436 **10.3. Solar Exemption 2026**

438 *Selectman Dokmo recused herself from this item.*

440 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to approve*
441 *the consent agenda item #10.3.*

442 *Vote: 3-0-0; motion carried unanimously.*

444 **Solar Exemption Application 2026**

445 **Item C.** The Assessor has reviewed the attached Solar Exemption Application for Map 005, Lot
446 109-001 and the applicant qualifies for the Tax Credit under RSA 72:62 in the amount of
447 \$20,000 commencing in the 2026 tax year.

452 **11. New Action Items**

453
454 Andrew Pataky, Ways & Means Committee, stated that the Committee voted 5-1 to support the
455 Open Space Acquisition Warrant Article. All other Warrant Articles were voted in support at 6-
456 0.

457
458 The Board reviewed its new action items, including public hearing notices and language for the
459 Warrant Articles.

460 **12. Old/New Business**

461
462 Selectman Grella stated that the Heritage Commission voted to hopefully place a photo of the
463 newly dedicated war monument on the front of the Town Report. Jennifer Stover suggested a
464 photo of the Fire and EMS Department. Selectman Dokmo suggested a photo of Nancy Demers.
465 The Board agreed to compile ideas to review at a future meeting.

466
467 Selectman D'Angelo stated that the Amherst German Christmas Market event seemed to run
468 well, and he suggested a debrief of the event. Town Administrator Daley stated that staff plans to
469 hold a debriefing session.

470 **13. Non-Public Session RSA 91-A:3 (a) and (d)**

471
472 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo to enter
473 into Non-Public Session: Pursuant to NH RSA 91-A:3, II (a) and (d) at 8:28pm.
474 Roll Call Vote: Grella – aye; Pray – aye; Dokmo – aye; D'Angelo – aye; 4-0-0; motion carried
475 unanimously.*

476
477 The Board discussed personnel issues. No action was taken, and no votes were taken.

478
479 *A MOTION was made by Chairman Pray and SECONDED by Selectman Grella to exit Non-
480 Public Session at 8:40pm.
481 Roll Call Vote: Grella – aye; Pray – aye; D'Angelo – aye; Dokmo – aye; 4-0-0; motion carried
482 unanimously.*

483 **Adjournment**

484
485 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectmen Coughlin to
486 adjourn the meeting at 8:40pm.
487 Vote: 4-0-0; motion carried unanimously.*

488
489 **NEXT MEETING: January 12, 2026**

490
491

Selectman Pamela D. Coughlin Date



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room

2 Main Street

Monday, December 22, 2025, 6:30PM

1 **Attendees:** Chairman Danielle Pray; Selectman John D'Angelo, Selectman Tom Grella,
2 Selectman Cynthia Dokmo
3 **Staff present:** Town Administrator Lincoln Daley; EA/HRC Jennifer Stover; DPW Director Eric
4 Slosek, Finance Director Jacob Fitzgerald; Police Chief Ciampoli; Fire Chief Waldron
5

1. Call to Order

6 Chair Danielle Pray called the public meeting to order at 6:32p.m.
7
8

2. Pledge of Allegiance – led by Captain Derek Mahoney

3. Citizens Forum

9 Will Ludt, 3 School Street, noted that there is a movement to install a firing range at the New
10 Boston Space Force Station. The current plan is to place the range approximately 100 yards from
11 Freestyle Farm at the end of Mack Hill Road. There will be a study and public hearings at some
12 point.
13
14

6. Board Recognition

6.1. Recognition of Officer Mark Frederick and Introduction of K-9 Niko

15 Chief Ciampoli stated that the Amherst Police Department is pleased to formally introduce K-9
16 Niko, the Department's first patrol K-9. Officer Frederick and K-9 Niko recently completed a
17 rigorous 13-week Patrol School. The Amherst Police Department congratulates Officer Frederick
18 and K-9 Niko on the successful completion of Patrol School and recognizes the exceptional
19 effort and dedication exhibited by both. This accomplishment marks an important advancement
20 in the Department's operational capabilities and commitment to public safety.
21
22

23 The Board welcomed K-9 Niko and thanked Officer Frederick for his time and effort. Officer
24 Frederick provided the Board with a summary of responsibilities and responded to questions
25 from the Board and public.
26
27

4. Scheduled Appointments

4.1. 2025 DRA Sales Ratio Survey – Angela Silva, Assessor

28 Angela Silva, Assessor, explained that the New Hampshire Department of Revenue
29 Administration (DRA) conducts an annual Sales Ratio Survey to measure how local property
30 assessments compare to current market values. The results are used by the DRA to determine
31 each municipality's equalization ratio and to support fair and equitable property taxation
32 statewide. For the 2025 Sales Ratio Survey, the Town's sales data and preliminary results were
33 reviewed by the Town's assessing consultant, Granite Hill Municipal Services. There were 178
34
35

41 valid sales for the 12 months of the study, and the average sales price was \$640,000, which was
42 very close to last year's average. The data shows that the market is slowing down but still doing
43 well overall.

44
45 The Board was asked to review and sign the Sales Ratio Survey Certification Form, confirming
46 that the information submitted to the DRA is accurate to the best of the Town's knowledge.
47

48 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the
49 findings and recommendations of the Town Assessing Agent regarding the review of the 2025
50 New Hampshire Department of Revenue Administration Sales Ratio Survey and for the Board of
51 Selectmen to sign the Sales Ratio Survey Certification Form.*

52 *Vote: 4-0-0; motion carried unanimously.*

53
54 **5. Public Hearing**

55 **5.1. Public Hearing: Adding Lyndeborough Road to the No Through Trucking
56 Ordinance list; Proposed stop sign at the corner of Thornton Ferry I and
57 Ravine Road.**

58
59 Chief Ciampoli and DPW Director Slosek explained that complaints have been received from
60 residents. One dealing with the lack of a stop sign on Thornton Ferry Road I at the intersection
61 with Ravine Road. When traveling on Ravine Road, there is very limited sight distance given the
62 curvature of the road. Calculations and time tests found that the curve does not offer sufficient
63 sightline distance by national standards to safely enter the roadway from Ravine Road onto
64 Thornton Ferry Road I without the potential of an angular collision. The recommendation is to
65 install a stop sign, with the potential for an additional stop sign at the other corner of the road as
66 well. Roadway markings are also proposed. Residents would be educated regarding the new
67 traffic condition.

68
69 The second item is a proposed No Through Trucking Ordinance for Lyndeborough Road. This
70 was based on a concern from a resident regarding large, tractor trailer type trucks driving very
71 fast down the road, posing a safety issue. The Nashua Regional Planning Commission (NRPC)
72 conducted two traffic studies along the road and created a report which showed that there was
73 not a significant problem with trucks, totaling an average of less than three per day. In reviewing
74 the topography of the road, such as the horizontal and vertical alignments, the Traffic Safety
75 Committee unanimously recommended that the road is not safe for large tractor trailers to be
76 traveling it as a through road. The recommendation is to post the road as No Through Trucking
77 due to the frequent curves and poor lines of sight.

78
79 The public hearing was opened at 7:01pm. There will be a second public hearing on these items
80 on January 12, 2026.

81
82 Kelly Mullin, 48 Christian Hill Road, asked for information regarding how the No Through
83 Trucking proposal may impact Christian Hill Road, as Boston Post Road is already marked as
84 No Through Trucking. DPW Director Slosek stated that displaced traffic could be addressed in
85 the future. Chief Ciampoli noted that it would be difficult for large trucks to access Christian Hill
86 Road if both of the endcap roads are marked as No Through Trucking.

87
88 Will Lutd, 3 School Street, asked during what time period the NRPC study was performed. Chief
89 Ciampoli stated that it was conducted from August 7th-August 18th. Will Lutd stated that he
90 believes the proposal would be a benefit to those along Lyndeborough Road.

91
92 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to close the*
93 *public hearing.*

94 *Vote: 4-0-0; motion carried unanimously.*

95 **7. Board Appointments**

96 **7.1. Appointments for the Bicycle and Pedestrian Advisory Committee**

97 Chairman Pray explained that the Bicycle & Pedestrian Advisory Committee (BPAC) Chair,
98 Wendy Rannenberg, has announced her intention to step down from the position and has
99 requested to move to an Alternate role on the Committee. To ensure continuity of leadership, the
100 Committee is recommending that Nancy Gerzon be appointed to a full membership position and
101 assume the role of Chair, with a term expiring 2028. In addition, the Committee requested that
102 current Alternate Ryan Helfand be appointed to Vice-Chair, also with a term ending 2028.
103 Wendy Rannenberg would then fill Ryan Helfand's Alternate position, with a term expiring
104 2027. Following these changes, there will remain one vacancy for an Alternate position, with a
105 term ending 2027.

106 Nancy Gerzon stated that she and Ryan Helfand look forward to working closely with the Board
107 and Town. She thanked Wendy Rannenberg for her service and effort to the Town.

108
109 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the*
110 *resignation of Wendy Ranneberg as Chair, moving to the position of Alternate with a term*
111 *ending in 2027. Further, to appoint Nancy Gerzon to the position of a full member, with a term*
112 *ending in 2028. Further, to appoint Ryan Helfand to the position of a full member, with a term*
113 *ending in 2028.*

114 *Vote: 4-0-0; motion carried unanimously.*

115 **8. Administration**

116 **8.1. Amherst Municipal FY27 Budget – Presentation (DRAFT 6) and Warrant** 117 **Articles**

118 Finance Director Jacob Fitzgerald presented draft 6 of the FY27 budget. He explained that it
119 includes a \$7,700 increase from the draft 5 budget. The primary source of the increase is
120 contracted services and equipment purchased for the Emergency Management Department. Also
121 of note, the Souhegan Regional Landfill District finalized its budget. The number previously
122 estimated in the budget for this item remains the same.

123
124 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the*
125 *budget be presented at a public hearing on January 12, 2026.*

126 *Vote: 4-0-0; motion carried unanimously.*

133 Finance Director Fitzgerald stated that he met with representatives from the Conservation
134 Commission regarding the proposed bond Warrant Article and the comments made at previous
135 meetings. The current proposal is to bring the \$10,000,000 bond request for the acquisition of
136 Open space before the voters and not bring an alternative scenario so the. The DRA and legal
137 bond counsel were satisfied with the article as presented.

138
139 Kirk Rogers, Ways & Means Committee, asked if there will be specific information regarding
140 the bond, such as the proposed duration, on the Warrant Article. He asked how residents will be
141 able to determine the potential tax impact of the bond. Finance Director Fitzgerald stated that the
142 specifics of the bond duration will be determined by the Board and can be presented with the
143 Article.

144
145 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the Open*
146 *Space Acquisition Bond Article be presented at a public hearing on January 12, 2026.*
147 *Vote: 4-0-0; motion carried unanimously.*

148
149 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo that the*
150 *Contingency Fund Article be presented at a public hearing on January 12, 2026.*
151 *Vote: 4-0-0; motion carried unanimously.*

152
153 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella that the*
154 *Baboosic Lake Septic Operating Budget Article be presented at a public hearing on January 12,*
155 *2026.*
156 *Vote: 4-0-0; motion carried unanimously.*

157
158 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Dokmo that the*
159 *Communications Center Capital Reserve Fund Article be presented at a public hearing on*
160 *January 12, 2026.*
161 *Vote: 4-0-0; motion carried unanimously.*

162
163 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo that the*
164 *Computer Capital Reserve Fund Article be presented at a public hearing on January 12, 2026.*
165 *Vote: 4-0-0; motion carried unanimously.*

166
167 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo that the*
168 *Assessing Revaluation Capital Reserve Fund Article be presented at a public hearing on January*
169 *12, 2026.*
170 *Vote: 4-0-0; motion carried unanimously.*

171
172 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the*
173 *Bridge Repair and Replacement Capital Reserve Fund Article be presented at a public hearing*
174 *on January 12, 2026.*
175 *Vote: 4-0-0; motion carried unanimously.*

177 *A MOTION was made by Selectman Grella and SECONDED by Selectman D'Angelo that the*
178 *Fire Rescue Vehicle and Equipment Purchase and Repair Capital Reserve Fund Article be*
179 *presented at a public hearing on January 12, 2026.*

180 *Vote: 4-0-0; motion carried unanimously.*

181

182 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo that the*
183 *Fire Rescue PFAS Free Personnel Protective Equipment Reserve Fund Article be presented at a*
184 *public hearing on January 12, 2026.*

185 *Vote: 4-0-0; motion carried unanimously.*

186

187 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the DPW*
188 *Vehicle/Equipment Acquisition and Replacement Capital Reserve Fund Article be presented at a*
189 *public hearing on January 12, 2026.*

190 *Vote: 4-0-0; motion carried unanimously.*

191

192 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman D'Angelo that the*
193 *Multimodal Facilities Capital Reserve Fund Article be presented at a public hearing on January*
194 *12, 2026.*

195 *Vote: 4-0-0; motion carried unanimously.*

196

197 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo that the DPW*
198 *Transfer Station Deck Replacement and Purchase Article be presented at a public hearing on*
199 *January 12, 2026.*

200 *Vote: 4-0-0; motion carried unanimously.*

201

202 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella that the*
203 *Establish Town Facilities Repair and Replacement Capital Reserve Fund Article be presented at*
204 *a public hearing on January 12, 2026.*

205 *Vote: 4-0-0; motion carried unanimously.*

206

207 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella that the*
208 *Modify the optional tax credit for service-connected total disability Warrant to be presented at a*
209 *public hearing on January 12, 2026.*

210 *Vote: 4-0-0; motion carried unanimously.*

211

212 Town Administrator Daley stated that the Town is working with a third-party tower company to
213 locate a tower on the Fire and Police town-owned property. The goal is for the third-party tower
214 company to build a monopole structure to house the Town's communication equipment while
215 also offering opportunities to locate telephone carriers on the same tower. This would resolve the
216 Town's current communication issues with the Emergency Management Department and allow
217 for additional cell coverage for residents at no cost to the Town. There may also be an
218 opportunity for some revenue generation through this partnership. Staff continues to work with
219 the Board and Town Counsel to develop a Warrant Article that would give the Board authority to
220 enter into a long-term land lease to allow the company to locate on the Town property and
221 construct at no cost to the Town.

222

223 Andrew Pataky, Ways & Means Committee, asked if the company will pay the Town for the
224 land. Town Administrator Daley stated that the intention is for the tower to be built at no cost to
225 the Town. Other details are still pending.

226

227 **8.2. Town Administrator Updates**

228

229 Town Administrator Daley provided the following updates.

230

231 1. New Boston Tracking Station - Tower Replacement

232 Town Administration, along with the Fire Chief and Police Chief, recently attended a meeting at
233 the New Boston U.S. Space Force Station with representatives from Bedford and New Boston,
234 and officials from the U.S. Space Force. The purpose was to discuss planning for the
235 replacement of the existing lattice communications tower located on the base. During the
236 meeting, base representatives and their engineering consultants presented potential replacement
237 options and proposed locations. The meeting also provided an opportunity for community input
238 and questions regarding the project. Based on the information presented, the proposed locations
239 and tower height will not impact Town communications. Town staff will continue to work
240 collaboratively with federal representatives and surrounding communities to ensure ongoing
241 coordination and to address any concerns as the project moves forward.

242

243 2. Route 122 / Merrimack Road – Intersection Improvements

244 Town Administration, with the Police Chief and Public Works Director, met with representatives
245 from the New Hampshire Department of Transportation (NHDOT) to discuss potential short- and
246 intermediate-term safety improvements at the intersection of Route 122 and Merrimack Road.
247 NHDOT indicated that the improvements currently under consideration will not impact or limit
248 long-term solutions identified in the agency's 10-Year Plan. The improvements discussed
249 include converting the intersection to four-way stop control, installing enhanced advance
250 warning signage, and improving vegetation management to increase visibility and overall safety.
251 NHDOT representatives are scheduled to appear before the Board at the January 26, 2026,
252 meeting to review the proposed intersection improvements and to seek the Town's support for
253 implementation during the 2026 construction season.

254

255 3. DPW Solar Project Update

256 The DPW solar project has been successfully completed and is fully operational. The project
257 included the installation of a 54 kWh solar photovoltaic system on the DPW salt shed, which is
258 currently generating electricity and offsetting on-site energy consumption. The total out-of-
259 pocket cost to the Town was approximately \$10,000, reflecting the fact that a previously
260 anticipated \$6,840 Eversource rebate was no longer available at the time of installation. In
261 support of project funding, the Town submitted a reimbursement request to the New Hampshire
262 Department of Energy last week in the amount of \$96,777. The Town anticipates receiving this
263 reimbursement in the near future. In addition, the project qualifies for a federal tax credit, which
264 the Town will apply for at an estimated total of \$44,407. Together, these funding sources
265 significantly reduce the overall net cost of the project. To further enhance the financial return,
266 the Town must contract with a Renewable Energy Credit (REC) broker to sell the energy credits
267 generated by the system on the open market. Proposals were received from two reputable firms,

268 and Town staff is currently reviewing the proposals. A recommendation will be presented to the
269 Board at a future meeting.

270
271 Based on current electrical usage and projected production, total first-year savings from reduced
272 electrical costs and REC revenue are estimated at \$8,596. This level of savings results in an
273 estimated return on investment of approximately 1.26 years, demonstrating the strong financial
274 and operational benefits of the DPW solar installation.

275
276 Town Administrator Daley explained that Staff met with CivicPlus, the Town's website
277 provider, regarding integration of a new platform. The revised website should be up and running
278 by June.

279

280 **9. Staff Reports**

281 **9.7. Finance Department – Approval of Cooperative Purchasing Agreements –** 282 *the Board took up this item at this time.*

283
284 Finance Director Fitzgerald explained that the Town's currently approved purchasing policy
285 includes an optional purchasing method that allows a Department Head, with approval of the
286 Town Administrator and/or Board of Selectmen, to waive bidding procedures when purchasing
287 through cooperative purchasing agreements that have been previously approved by the Board of
288 Selectmen. The Finance Office shall maintain a list of pre-approved cooperative purchasing
289 agencies and contract agreements.

290
291 The request of the Board is the approval of the following agreements to be placed on the pre-
292 approved list:

- 293 • Sourcewell
- 294 • HGACBuy (Houston-Galveston Area Council)
- 295 • COMMBuys (Massachusetts state bid)
- 296 • Plymouth County Commissioners (Plymouth County, MA)
- 297 • CT-DAS (Connecticut State bid)

298
299 Utilizing these agreements allows for the ability to procure assets that New Hampshire did not
300 bid for or potentially realize more favorable costs than the New Hampshire bid price.

301
302 Chairman Pray suggested an annual informal audit process for certain purchases from these
303 vendors to ensure that they are competitive.

304
305 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to approve
306 the additions of Sourcewell, HGACBuy (Houston-Galveston Area Council), COMMBuys
307 (Massachusetts state bid), Plymouth County Commissioners (Plymouth County, MA), and CT-
308 DAS (Connecticut State bid) to the list of pre-approved purchasing agreements, pursuant to the
309 Town's purchasing policy.*

310 *Vote: 4-0-0; motion carried unanimously.*

311
312 Selectman D'Angelo stated that the Town Administrator's report mentions that the Finance
313 Department is short one employee. He asked about a plan to backfill for the empty position.

314 Finance Director Fitzgerald stated that the Department has been utilizing an employee from
315 another department. Alternative options are being explored.
316

317 **9.1. Public Work Department – New DPW Hire - Regular Part-Time Transfer**
318 **Station Attendant**
319

320 DPW Director Slosek stated that the Department recently advertised the position of Regular Part-
321 Time Transfer Station Attendant to fill the current vacancy. Following a review of submitted
322 applications and the completion of the interview process, the Department recommends the
323 appointment of Brittany Lovejoy to this position.
324

325 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to approve*
326 *the hiring of Brittany Lovejoy as a Regular Part-Time Transfer Station Attendant within the*
327 *Department of Public Works, effective December 23, 2025, at Grade 3, Step 4, at an hourly rate*
328 *of \$23.44 (annualized at \$35,956.96), in accordance with the Town's compensation plan.*
329 *Further, to authorize an increase in compensation to Grade 3, Step 5, at an hourly rate of \$23.92*
330 *(annualized at \$36,693.28), upon Ms. Lovejoy's successful attainment of both a New Hampshire*
331 *Department of Environmental Services Solid Waste Operator Certificate and a New Hampshire*
332 *Weighmaster License, as verified by the Department of Public Works.*

333 *Vote: 4-0-0; motion carried unanimously.*

335 **9.2. Fire Rescue Department – Purchase of Pierce for Ariel Truck (Update)**
336

337 Fire Chief Waldron updated the Board on the current status of the Town's purchase of the Pierce
338 Aerial Truck, including progress to date and any relevant timeline or contractual considerations.
339

340 *A MOTION was made by Chairman Pray and SECONDED by Selectman Grella to authorize the*
341 *Town Administrator to sign the brokerage contract with Brindley Mountain Sales for the sale of*
342 *the 2004 E1 aerial.*

343 *Vote: 4-0-0; motion carried unanimously.*

345 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to execute the*
346 *purchase order as presented and authorize the Town Administrator to sign on behalf of the*
347 *Board of Selectmen.*

348 *Vote: 4-0-0; motion carried unanimously.*

350 **9.3. Fire-Rescue Department – Acceptance of donation**
351

352 Fire Chief Waldron explained that the Fire-Rescue Department seeks authorization to accept a
353 donation of a \$100 Hannaford gift card. This card was donated by Hannaford Jenkins Road in
354 order to provide holiday meals for Fire-Rescue staff working on the holidays.
355

356 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo to accept*
357 *donation from the Amherst Fire-Rescue Association in the amount of \$100.00.*

358 *Vote: 4-0-0; motion carried unanimously.*

359

360 **9.4. Fire Rescue Department – Department Name Change**

361
362 Fire Chief Waldron stated that, in keeping with the unifying vision of the future of the
363 department, the Fire-Rescue department seeks Board approval to change the name to "Amherst
364 Fire and EMS". This name change symbolizes the community's recognition of the commitment
365 and dedication of ALL members of the Fire and EMS department to the Town of Amherst.

366
367 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to approve
368 the name change from Amherst Fire-Rescue to "Amherst Fire and EMS."*

369 *Vote: 4-0-0; motion carried unanimously*

370 **9.5. Fire Rescue Department – Rescue Boat Surplus Item**

371
372 Fire Chief Waldron stated that the Fire-Rescue Department is requesting authorization to declare
373 surplus one Avon rescue boat, manufactured in 2000. This vessel is no longer needed for
374 departmental operations as the Fire-Rescue Department has received a new rescue boat through a
375 donation from the Amherst Fire-Rescue Association. Approval of this request will allow the
376 Town to formally remove the older boat from service and dispose of it in accordance with Town
377 surplus property procedures.

378
379 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to authorize
380 declaring the 2000 Avon Fire-Rescue boat as surplus property and approving its disposal by the
381 in accordance with Town policy, with the understanding that the Fire-Rescue Department will
382 attempt to sell the boat through an approved auction service.*

383 *Vote: 4-0-0; motion carried unanimously*

384 **9.6. Fire-Rescue Department – Acceptance of \$4,000 New Hampshire Volunteer
385 Engagement Mini-Grant**

386
387 Fire Chief Waldron stated that the Fire-Rescue Department has been awarded a \$4,000 New
388 Hampshire Volunteer Engagement Mini-Grant to support the development and production of
389 promotional and recruitment videos. The purpose of this grant is to enhance the Department's
390 outreach efforts and attract new volunteers by showcasing the vital work, training, and
391 community impact of Fire-Rescue personnel. The grant funds will be used for all costs directly
392 associated with producing high-quality promotional content, including video production, editing,
393 and related materials. Acceptance of this grant will allow the Department to leverage state
394 resources to strengthen volunteer recruitment efforts without placing additional financial burden
395 on the Town.

396
397 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the
398 New Hampshire Volunteer Engagement Mini-Grant in the amount of \$4,000 and to authorize the
399 Town Administrator to execute the contract on behalf of the Board of Selectmen.*

400 *Vote: 4-0-0; motion carried unanimously*

401

402

403

404

405

406 **10. Consent Agenda**

407
408 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo to*
409 *approve the consent agenda items #10.1, 10.2, and 10.4.*

410 *Vote: 4-0-0; motion carried unanimously.*

411 **10.1. December Tax Warrant 2025**

412 **Levy of December 2025 Tax Warrant**

413
414 **Item A.** The attached is a Levy of 2025 Tax Warrant directing the Tax Collector to collect the
415 taxes in the list committed to the sum of \$30,391,013.00. The Department of Revenue requires
416 the Warrant be signed by the governing Board of Selectmen.

417 **10.2. Current Use Application 2026**

418 **Current Use Application Recommendation**

419
420 **Item B.** This is an application for Current Use. Our Assessor has reviewed the Application, and
421 determined the applicant qualifies for 4.035 acres, Map 004, Lot 154-000 to be placed in Current
422 Use under RSA 79-A and CUB 304.01 and recommends approval. These 4.035 acres are
423 contiguous with Map 004, Lot 146-004, containing 41.69 acres of the same owner.

424 **10.4. Finance Manifests**

425 **Accounts Payable Manifests, subject to review and audit:**

426
427 \$34,336.42, December 11, 2025
428 \$18,059.46, November 5, 2025
429 \$10,659.54, October 7, 2025
430 \$11,935.00, December 8, 2025
431 \$419,740.03, December 16, 2025

432 **10.3. Solar Exemption 2026**

433 *Selectman Dokmo recused herself from this item.*

434
435 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to approve*
436 *the consent agenda item #10.3.*

437 *Vote: 3-0-0; motion carried unanimously.*

438 **Solar Exemption Application 2026**

439
440 **Item C.** The Assessor has reviewed the attached Solar Exemption Application for Map 005, Lot
441 109-001 and the applicant qualifies for the Tax Credit under RSA 72:62 in the amount of
442 \$20,000 commencing in the 2026 tax year.

452 **11. New Action Items**

453
454 Andrew Pataky, Ways & Means Committee, stated that the Committee voted 5-1 to support the
455 Open Space Acquisition Warrant Article. All other Warrant Articles were voted in support at 6-
456 0.

457
458 The Board reviewed its new action items, including public hearing notices and language for the
459 Warrant Articles.

460 **12. Old/New Business**

461
462 Selectman Grella stated that the Heritage Commission voted to hopefully place a photo of the
463 newly dedicated war monument on the front of the Town Report. Jennifer Stover suggested a
464 photo of the Fire and EMS Department. Selectman Dokmo suggested a photo of Nancy Demers.
465 The Board agreed to compile ideas to review at a future meeting.

466
467 Selectman D'Angelo stated that the Amherst German Christmas Market event seemed to run
468 well, and he suggested a debrief of the event. Town Administrator Daley stated that staff plans to
469 hold a debriefing session.

470 **13. Non-Public Session RSA 91-A:3 (a) and (d)**

471
472 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Dokmo to enter
473 into Non-Public Session: Pursuant to NH RSA 91-A:3, II (a) and (d) at 8:28pm.
474 Roll Call Vote: Grella – aye; Pray – aye; Dokmo – aye; D'Angelo – aye; 4-0-0; motion carried
475 unanimously.*

476
477 The Board discussed personnel issues. No action was taken, and no votes were taken.

478
479 *A MOTION was made by Chairman Pray and SECONDED by Selectman Grella to exit Non-
480 Public Session at 8:40pm.
481 Roll Call Vote: Grella – aye; Pray – aye; D'Angelo – aye; Dokmo – aye; 4-0-0; motion carried
482 unanimously.*

483 **Adjournment**

484
485 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectmen Coughlin to
486 adjourn the meeting at 8:40pm.
487 Vote: 4-0-0; motion carried unanimously.*

488
489 **NEXT MEETING: January 12, 2026**

490
491

Selectman Pamela D. Coughlin Date