



Town of Amherst, NH
BOARD OF SELECTMEN AGENDA
Barbara Landry Meeting Room
2 Main Street
MONDAY, APRIL 3, 2023 6:30 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Citizens' Forum**
- 4. Scheduled Appointments**
 - 4.1. Lindsay Buchanan, Amherst German Christmas Market Event planning for 2023
- 5. Administration**
 - 5.1. Administrative Updates
 - 5.2. NH Interlocal Trust Renewal, Health Insurance
- 6. Staff Reports**
 - 6.1. LED Streetlight Conversion Bids
 - 6.2. Financial - Budget to Actual - March 31, 2023
 - 6.3. Ambulance Purchase
 - 6.4. Command Vehicle Purchase
 - 6.5. Forest Warden & Deputy Warden Appointments
 - 6.6. Poly Tank
- 7. Approvals**
 - 7.1. AP Approval
 - 7.2. Amherst Soccer Club/Hampshire United Hawkers, Peddlers, Vendors Permit App
- 8. Action Items**

9. Old/New Business

Adjournment

Next Meeting: April 17, 2023

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87383062778>

Or Telephone: 646 558 8656

Webinar ID: 873 8306 2778

From: [Lindsay Buchanan](#)
To: [Jennifer Stover](#)
Subject: Re: BoS Meeting
Date: Wednesday, March 22, 2023 1:54:46 PM

[External Sender]:

Hi Jennifer, sorry, I thought your email had said to send info by Wednesday.

I'd like to discuss:

Amherst German Christmas Market event:

- Feedback
- Request next year's dates:

-Event date: Saturday Dec 9.

(Request for assembly/disassembly the Friday before and Sunday/Monday after).

-Snow date: Dec. 16

(Request for assembly/disassembly the Friday before and Sunday/Monday after).

- Options for Wifi on the Green
- Communication with town about events/traffic changes
- 'Town of Amherst event planning guide' needed to show all rules/regulations

Thanks,
Lindsay



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

Title: Administrative Updates
Meeting Date: April 3, 2023

Department: Administration
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: NH Interlocal Trust Renewal, Health Insurance **Department:** Administration

Meeting Date: April 3, 2023

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Amherst_July2023_Renewal Package (03-2023)



Town of Amherst Health Insurance Renewal Package

SUBMITTED BY:
DATE:

New Hampshire Interlocal Trust (NHIT)
March 27, 2023

Table of Contents

Section I

- NHIT Final Renewal Letter

Section II

- Rate Sheet(s)

Section III

- NHIT Group Health Applications

Section IV

- Final Renewal Checklist

Section V

- NHIT Open Enrollment Flyer

Section VI

- NHIT Enrollment Form **(UPDATED!)**
 - Please note that the NHIT Enrollment Form has been updated to include subscriber email addresses. NHIT will be collecting email addresses and updating enrollment records in our new billing & enrollment system for July 1, 2023. This enhancement will allow us to communicate directly with your employees regarding program reminders, plan enhancements and other important communications.

Town of Amherst
Dean Shankle
Town Administrator
2 Main Street
Amherst, NH 03031



Dear Dr. Shankle,

The New Hampshire Interlocal Trust Board of Trustees met on March 23, 2023 to review and approve the final renewal rating for the Plan year beginning July 1, 2023.

The final overall renewal for Town of Amherst is 9.36%.

Enclosed you will find your July 2023 Renewal Package. This package includes Rates for your current plans, along with Group Health Applications, open enrollment flyer and your renewal checklist. Please have the Group Health Applications signed and returned to Interlocal Trust by Friday April 14, 2023.

Interlocal Trust staff is scheduling both in-person and virtual open enrollment sessions. With the convenience of being able to meet online, we can schedule individual or group enrollment meetings. If you have not set up times for open enrollment, please contact Brittany White as soon as possible at 1-888-960-6448 or by email at brittany@nhitrust.org.

NHIT PLAN OPTIONS



If you would like to learn more about other new, more cost effective medical or prescription drug plans to offer for the upcoming year, please reach out as soon as possible.



As a reminder, there are some upcoming changes to your health plans that will become effective July 1, 2023. NHIT believes that these changes will benefit your eligible employees.

All NHIT HMO, PPO and POS plans will be changing from Calendar Year to Plan Year deductibles. If you were already offering a Plan Year deductible, this change will not impact your health plans.

For those who currently offer a Calendar Year deductible, your plan deductible will reset on July 1, 2023, to follow your renewal year (July – June). NHIT will honor any deductible expenses incurred between January 1, 2023 – June 30, 2023, prior to the resetting of your plan’s deductible. Any **deductible** expenses incurred during that time will roll into the July 1, 2023, deductible year. Plan deductibles will reset back to \$0.00 on July 1, 2024.

In addition to this change, the out-of-pocket maximum of your health plan **may** also be changing. All NHIT HMO, PPO and POS plans will have a combined out-of-pocket maximum of \$5,000 (\$10,000 Family) or less. Plans that have a separate out of pocket maximum or a combined out of pocket maximum higher than the new maximum will

be changed. Plans that have a combined out-of-pocket maximum of equal to or less than \$5,000/\$10,000 **will not be affected.**

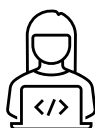
Please note that the MD/Rx codes that are associated with your Medical and Prescription Drug Plans have been updated on your Group Health Application(s). These will be your new MD/Rx codes effective July 1, 2023. All Member Groups will receive updated plan documents and materials prior to July 1.

Enrolled Members and their dependents who are impacted by either of these changes will receive updated Harvard Pilgrim ID cards automatically for July 1. Updated plan materials and communications for these changes will be communicated to employees prior to July 1.

NHIT BENEFIT NEWS



Voya. To simplify the renewal process, all Flexible Spending Account (FSA), Health Reimbursement Arrangement (HRA) and Health Savings Account (HSA) renewals and implementation paperwork will be part of your NHIT renewal process. These materials were previously provided directly from Benefit Strategies (BSL) and will come from NHIT directly the first week of April.



Vimly Benefit Solutions. NHIT is continuing to work behind the scenes as we work towards providing our members with a significantly improved experience through the SIMON® platform provided by Vimly. We will be live on the new platform July 1st with invoices being produced and sent out of SIMON. In this first phase, nothing changes for our member groups other than the source and format of your invoices.

In May, before our July 1st go-live date, we will provide a sample of your new invoice alongside your current invoice. This will allow you to get a sneak peek at the new billing invoices and format.

We are excited about this new industry leading, HITRUST® certified benefits administration platform and the improved experience it will provide our members.

If you have any additional questions or if there is anything else that I can assist you with, please let me know. We look forward to continuing to serve you and your employees!

Sincerely,

McKenzie MacDougall

McKenzie MacDougall
Member Services Manager

Town of Amherst
Final Rates
Effective July 1, 2023 - June 30, 2024
Renewal: 9.36%



		HMO Super \$25 \$500 R \$0/\$10/\$30/\$50 M \$0/\$10/\$30/\$50 MD24400 Rx21546
Billing Rates		
Single		\$1443.33
Two-Person		\$2883.52
Family		\$3891.52
Rx Formulary		Premium 4-Tier

		ME \$5 R \$10/\$30/\$50 M \$10/\$30/\$50 MD50 Rx694	ME \$25 \$1000 R \$10/\$30/\$50 M \$10/\$30/\$50 MD3149 Rx694
Billing Rates			
Single		\$1192.51	\$1022.76
Rx Formulary		Premium 3-Tier	Premium 3-Tier

R – 30 Day Retail Supply at the Pharmacy M – 90 Day Mail Order Supply through MedImpact Direct

The Mail Order Pharmacy is encouraged but not mandated for maintenance medications. Please refer to the Summary of Benefits for plan details. A complete Schedule of Benefits is available upon request.

Deductibles may be funded up to 25% by the Employer only if the NHIT’s Incentive Wellness HRA Program is used.

Wellness Programming. Annual, customizable wellness programming including incentives, challenges and on-site events.

Reduce my Costs Program: Voluntary savings program that enables participants to make smart health care decisions based on cost information. Employees and enrolled family members are able to receive a 20% reward (up to \$2000 per service) of any savings on many non-emergency medical services.

Doctor on Demand Program: Virtual and convenient video visits with licensed doctors, psychologists and psychiatrists for non-emergency medical conditions. Available to enrolled employees and family members at no cost.

NHIT reserves the right to revise these rates at any time for the following reasons:

1. Rates quoted are contingent on the accuracy of the data provided, errors in data may result in re-rating
2. If the NHIT enrolled population changes by more than 10%
3. If NHIT is not the sole carrier
4. If there are any benefit changes to nay carrier plan
5. If there is a change in law or regulation increasing NHIT’s cost of providing the health plan selected
6. If Deductible Funding is implemented or changed.


HEALTH BILLING & ENROLLMENT

GROUP # 029338

ENTITY Town of Amherst				
ENTITY ADDRESS 2 Main Street		CITY Amherst	STATE NH	ZIP CODE 03031
BILLING CONTACT Debbie Bender		TITLE		
BILLING ADDRESS 2 Main Street		CITY Amherst	STATE NH	ZIP CODE 03031
ENTITY TELEPHONE 603-673-6041	EXT.	FAX # 603-673-6794	BILLING TELEPHONE 603-673-6041	EXT. FAX # 603-673-6794
ORIGINAL EFFECTIVE DATE 07/01/2017		ANNIVERSARY DATE July 1		COVERAGE BEGINS 7/1/2023
				COVERAGE ENDS 6/30/2024
PROGRAM CONTACT Dr. Dean Shankle		TITLE Town Administrator		E-MAIL ADDRESS dshankle@amherstnh.gov
				TELEPHONE 603-673-6041 x. 209
ENROLLMENT CONTACT Jennifer Stover		TITLE Executive Assistant		E-MAIL ADDRESS jstover@amherstnh.gov
				TELEPHONE
WELLNESS CONTACT		TITLE		E-MAIL ADDRESS
				TELEPHONE
ENROLLMENT POLICY First of the Month Following Date of Hire			ENROLLMENT POLICY EFFECTIVE DATE 7/1/2012	
TERMINATION POLICY End of Month			TIER TYPE Tier 3	
RETAIL RX \$0/\$10/\$30/\$50		MAIL RX \$0/\$10/\$30/\$50		
PLAN NAME HMO Super \$25 \$500		BILLING METHOD Wash		RETIREE BILLING Yes
PLAN ID/Rx ID MD24400/Rx21546		PLAN DESCRIPTION Combined OOP Maximum		
DEDUCTIBLE FUNDING HRA covers 100% of Deductible Expenses		ELIGIBILITY Available to all eligible Employees		SPECIAL ELIGIBILITY RIDERS N/A

THE INFORMATION CONTAINED ON THIS APPLICATION IS (1) TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND (2) MADE TO INDUCE THE ISSUANCE OF HEALTH COVERAGE. I UNDERSTAND AND AGREE THAT ANY COVERAGE ISSUED SHALL BE SUBJECT TO THE TERMS AND CONDITIONS OF THE NH INTERLOCAL TRUST AGREEMENT AND BYLAWS, THE APPLICABLE EMPLOYER AGREEMENT AND PLAN DESCRIPTION FOR THE PRODUCT PURCHASED, RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED.

TYPE	BILLING RATE	TYPE	BILLING RATE
Individual (I)	\$1443.33	Family (F)	\$3891.52
Two Person (D/ES)	\$2883.52	Other (EK)	

SIGNATURE OF AUTHORIZED Local Government Official	SIGNATURE OF AUTHORIZED NHIT OFFICIAL 
TYPE/PRINT NAME	TYPE/PRINT NAME Jeff Reardon
TITLE	TITLE Administrator
DATE	DATE 3/27/2023


HEALTH BILLING & ENROLLMENT

GROUP #
029360

ENTITY Town of Amherst							
ENTITY ADDRESS 2 Main Street		CITY Amherst	STATE NH	ZIP CODE 03031			
BILLING CONTACT Debbie Bender		TITLE					
BILLING ADDRESS 2 Main Street		CITY Amherst	STATE NH	ZIP CODE 03031			
ENTITY TELEPHONE 603-673-6041	EXT.	FAX #	BILLING TELEPHONE 603-673-6041	EXT.	FAX #		
ORIGINAL EFFECTIVE DATE 07/01/2017		ANNIVERSARY DATE July 1		COVERAGE BEGINS 7/1/2023		COVERAGE ENDS 6/30/2024	
PROGRAM CONTACT Dr. Dean Shankle		TITLE Town Administrator		E-MAIL ADDRESS dshankle@amherstnh.gov			TELEPHONE 603-673-6041 x. 209
ENROLLMENT CONTACT Jennifer Stover		TITLE Executive Assistant		E-MAIL ADDRESS jstover@amherstnh.gov			TELEPHONE
WELLNESS CONTACT		TITLE		E-MAIL ADDRESS			TELEPHONE
ENROLLMENT POLICY Retirees - First of Month upon Medicare Eligibility						ENROLLMENT POLICY EFFECTIVE DATE	
TERMINATION POLICY End of Month						TIER TYPE Tier 3	
RETAIL RX \$10/\$30/\$50				MAIL RX \$10/\$30/\$50			
PLAN NAME Medicare Enhance \$5			BILLING METHOD Wash			RETIREE BILLING Yes	
PLAN ID/Rx ID MD50/Rx694			PLAN DESCRIPTION				
DEDUCTIBLE FUNDING N/A			ELIGIBILITY Medicare Eligible Retirees Only			SPECIAL ELIGIBILITY RIDERS N/A	

THE INFORMATION CONTAINED ON THIS APPLICATION IS (1) TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND (2) MADE TO INDUCE THE ISSUANCE OF HEALTH COVERAGE. I UNDERSTAND AND AGREE THAT ANY COVERAGE ISSUED SHALL BE SUBJECT TO THE TERMS AND CONDITIONS OF THE NH INTERLOCAL TRUST AGREEMENT AND BYLAWS, THE APPLICABLE EMPLOYER AGREEMENT AND PLAN DESCRIPTION FOR THE PRODUCT PURCHASED, RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED.

TYPE	BILLING RATE	TYPE	BILLING RATE
Individual (I)	\$1192.51	Family (F)	
Two Person (D/ES)		Other (EK)	

SIGNATURE OF AUTHORIZED Local Government Official	SIGNATURE OF AUTHORIZED NHIT OFFICIAL 
TYPE/PRINT NAME	TYPE/PRINT NAME Jeff Reardon
TITLE	TITLE Administrator
DATE	DATE 3/27/2023

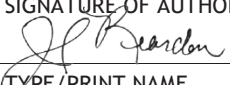
HEALTH BILLING & ENROLLMENT

GROUP #
029359

ENTITY Town of Amherst					
ENTITY ADDRESS 2 Main Street		CITY Amherst	STATE NH	ZIP CODE 03031	
BILLING CONTACT Debbie Bender		TITLE			
BILLING ADDRESS 2 Main Street		CITY Amherst	STATE NH	ZIP CODE 03031	
ENTITY TELEPHONE 603-673-6041	EXT.	FAX #	BILLING TELEPHONE 603-673-6041	EXT.	FAX #
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				TELEPHONE	
WELLNESS CONTACT		TITLE		E-MAIL ADDRESS	
				TELEPHONE	
ENROLLMENT POLICY Retirees - First of Month upon Medicare Eligibility				ENROLLMENT POLICY EFFECTIVE DATE	
TERMINATION POLICY End of Month				TIER TYPE Tier 3	
RETAIL RX \$10/\$30/\$50			MAIL RX \$10/\$30/\$50		
PLAN NAME Medicare Enhance \$25 \$1000		BILLING METHOD Wash		RETIREE BILLING Yes	
PLAN ID/Rx ID MD3149/Rx694		PLAN DESCRIPTION			
DEDUCTIBLE FUNDING N/A		ELIGIBILITY Medicare Eligible Retirees Only		SPECIAL ELIGIBILITY RIDERS N/A	

THE INFORMATION CONTAINED ON THIS APPLICATION IS (1) TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND (2) MADE TO INDUCE THE ISSUANCE OF HEALTH COVERAGE. I UNDERSTAND AND AGREE THAT ANY COVERAGE ISSUED SHALL BE SUBJECT TO THE TERMS AND CONDITIONS OF THE NH INTERLOCAL TRUST AGREEMENT AND BYLAWS, THE APPLICABLE EMPLOYER AGREEMENT AND PLAN DESCRIPTION FOR THE PRODUCT PURCHASED, RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED.

TYPE	BILLING RATE	TYPE	BILLING RATE
Individual (I)	\$1022.76	Family (F)	
Two Person (D/ES)		Other (EK)	

SIGNATURE OF AUTHORIZED Local Government Official	SIGNATURE OF AUTHORIZED NHIT OFFICIAL 
TYPE/PRINT NAME	TYPE/PRINT NAME Jeff Reardon
TITLE	TITLE Administrator
DATE	DATE 3/27/2023



HEALTH PLAN RENEWAL CHECKLIST

1. PAPERWORK

- Sign and return Group Health Applications to NHIT by **Friday April 14, 2023**
- Distribute Open Enrollment Materials to employees– flyer and enrollment form
 - Request customized, group-specific Open Enrollment documents created by NHIT (if desired)
- Send completed Employee Enrollment/Change Forms to NHIT no later than **Friday June 2, 2023** to ensure timely ID card delivery to Participants

2. OPEN ENROLLMENT SESSIONS

- Notify Employees of upcoming Open Enrollment Period
- Provide NHIT Enrollment/Change Form to Employees who need to update/change their enrollment information
- Schedule Open Enrollment Session(s) with NHIT
- Communicate date(s) and time(s) of sessions with Employees

3. CONTACT NHIT TO...

- Request to review plan alternatives with NHIT (if desired)
- Update or add any FSA or HRA plan design(s) (if applicable)
- Plan Wellness Programming for the year – schedule on-site educations, challenges, etc.
- Schedule On-Site Training with the NHIT Wellness Team
- Order Enrollment Materials
- Ask any questions... or tell us what you need!

NHIT BENEFITS

New Hampshire Interlocal Trust Health Insurance Open Enrollment



Your Interlocal Trust Benefits

The Open Enrollment Period for your Employee Health Benefits with NHIT has begun! If you need to make any changes to your current health insurance policy for the upcoming 2023 plan year, please contact your HR or Benefits Administrator to complete the appropriate paperwork.

ID CARD DELIVERY

To ensure timely processing and ID card delivery, please have completed paperwork returned to your HR or Benefits Administrator no later than **Friday June 2, 2023** to ensure ID card delivery by July 1, 2023.

ID cards will also be available for digital download on July 1, 2023.



July Open Enrollment

It's the Employee's responsibility to notify their Employer of changes that may affect their health coverage. **Changes made during this Open Enrollment period will be effective July 1, 2023.**

- Adding or removing a dependent from your policy
- Address or telephone number changes
- Change in marital status (i.e. Marriage or Divorce)
- Change in Medicare eligibility for you or a dependent on your policy

If you miss the Open Enrollment period, your current enrollment status in the health plan will remain effective until **June 30, 2024**. *Exceptions may apply for employees with certain qualifying events.*

Please Note: NHIT is collecting email addresses for all enrolled subscribers. This field has been added to the NHIT Enrollment Form effective July 1, 2023.



PO BOX 4090 - CONCORD, NH 03302
 (888) 960-6448 (P) (800) 229-6902 (F)

REASON FOR SUBMISSION (PLEASE CHECK ALL THAT APPLY)

ENROLLMENT

- NEW HIRE
- ANNUAL OPEN ENROLLMENT
- PART TIME TO FULL TIME: _____
- LOSS OF INSURANCE DATE: _____
(ATTACH DOCUMENTS)

CHANGE

- CHANGE COVERAGE TYPE
- ADD DEPENDENT LISTED BELOW
- TERMINATE DEPENDENT LISTED BELOW
- NAME CHANGE - PREVIOUS NAME: _____
- MARRIAGE DATE: _____
- NEWBORN DATE: _____

TERMINATION

- VOLUNTARY CANCELLATION (SIGNATURE REQUIRED)
- DECEASED DATE: _____
- TRANSFER FROM GROUP #:** _____

DECLINING COVERAGE

TO BE COMPLETED BY EMPLOYER:

EMPLOYER GROUP NAME	NAMING CONVENTION/GROUP NUMBER	DATE OF HIRE	EFFECTIVE DATE

TO BE COMPLETED BY EMPLOYEE:

SUBSCRIBER INFORMATION					PLAN TYPE				
FIRST MIDDLE LAST					<input type="checkbox"/> HMO: _____ <input type="checkbox"/> HMO-LP <input type="checkbox"/> EH/EHO: _____ <input type="checkbox"/> POS <input type="checkbox"/> PPO <input type="checkbox"/> ME <input type="checkbox"/> ME + PDP				
MAILING ADDRESS					COVERAGE TYPE				
STREET / PO BOX					<input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> TWO-PERSON <input type="checkbox"/> FAMILY <input type="checkbox"/> OTHER (ONLY WHERE OFFERED)				
CITY STATE ZIP () TELEPHONE					PLEASE USE THE CODES LISTED BELOW TO COMPLETE DEPENDENT RELATION BLOCK 02 – SPOUSE/CIVIL UNION 03 – CHILD UNDER 26 04 – DISABLED DEPENDENT (VERIFICATION REQUIRED) CHILD DEPENDENTS ARE ELIGIBLE FOR COVERAGE THROUGH THE MONTH THAT THEY TURN 26 AS AN HMO OR POS PLAN MEMBER YOU MUST CHOOSE A PRIMARY CARE PHYSICIAN (PCP) UPON ENROLLMENT IF YOU DO NOT HAVE A PCP, NON-EMERGENCY AND MOST SPECIALTY CARE MAY NOT BE COVERED.				
EMAIL ADDRESS									
FIRST	MIDDLE	LAST (IF NOT SAME AS EMPLOYEE)	DATE OF BIRTH MO / DAY / YR	SEX (PLEASE CIRCLE)	RELATION CODE	SOCIAL SECURITY NUMBER	PRIMARY CARE PHYSICIAN NAME AND TOWN FOR EACH MEMBER	HARVARD PILGRIM PCP # (HMO AND POS PLANS ONLY)	CURRENT PATIENT OF THIS DOCTOR?
EMPLOYEE				M F	01	- -			Y N
SPOUSE				M F		- -			Y N
DEPENDENT				M F		- -			Y N
DEPENDENT				M F		- -			Y N
DEPENDENT				M F		- -			Y N
DEPENDENT				M F		- -			Y N

MEDICARE ENHANCE SUBSCRIBERS MUST PROVIDE A COPY OF THEIR MEDICARE PART A AND B CARD UPON ENROLLMENT.

MEMBERSHIP WILL BECOME EFFECTIVE UPON ACCEPTANCE BY THE PLAN. BENEFITS UNDER THE PLAN WILL BE EXPLAINED IN A SEPARATE DOCUMENT. FOR AN EXPLANATION OF HOW HARVARD PILGRIM MAY USE OR DISCLOSE YOUR PROTECTED HEALTH INFORMATION, PLEASE READ YOUR NOTICE OF PRIVACY PRACTICES PROVIDED TO YOU BY HARVARD PILGRIM IN YOUR ENROLLMENT KIT. I UNDERSTAND THAT A COPY OF THIS FORM WILL BE GIVEN TO ME, OR MY AUTHORIZED REPRESENTATIVE, UPON REQUEST.

IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS.

BY SIGNING BELOW, I CONSENT TO THE USE OF EMAIL COMMUNICATION BETWEEN MYSELF, THE NEW HAMPSHIRE INTERLOCAL TRUST, HARVARD PILGRIM AND OTHER PROGRAM VENDORS. I CAN OPT-OUT OF THESE COMMUNICATIONS AT ANYTIME.

THE EMPLOYEE AND THE EMPLOYER MUST SIGN AND DATE THIS FORM FOR ENROLLMENT.

EMPLOYEE SIGNATURE

DATE

EMPLOYER SIGNATURE

DATE



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: LED Streetlight Conversion Bids
Meeting Date: April 3, 2023

Department: Public Works
Staff Contact: Eric Slosek

BACKGROUND INFORMATION:

We received three bids for our LED Streetlight Conversion RFP. The low bidder was Pine Ridge Technologies (PRT) with a price of \$31,838. The net total cost of their proposal would be \$19,750 after the \$12,088 Eversource rebate. The proposals for Realterm Energy and Affinity LED were \$43,666 and \$52,697 respectively. The corresponding net price after rebates would be \$31,578, and \$39,397.

Looking at the initial investment alone, PRT would be the clear choice. However, considering other factors including ROI, service of the installed products, and long term energy savings, we believe Affinity LED is the best choice for Amherst. There are several reasons that we are recommending to award the contract to Affinity LED. First, Affinity LED provided the most thorough proposal, including important information related to the manufacturing process, availability of fixtures in the future, and the technology that goes into their product. Second, their product is manufactured in Dover, New Hampshire. Third, their product is the only "DLC Premium"-rated product out of the three offerings. The products from Realterm and PRT are rated "DLC Standard". DLC is a rating system used by Eversource to determine the efficiency of the light fixture. This increased efficiency equates to an annual increase in electrical savings. Beyond four years, the Affinity LED product offers the highest cost savings of the three companies, which continues to compound in future years. Lastly, of the sixty-five LED streetlight conversions completed by the three bidders, 61 or 93.8% of these conversions were completed by Affinity LED. Additionally, neighboring communities including Milford, Brookline, Mont Vernon, Hollis, Merrimack, Bedford, Wilton, and New Boston have all used Affinity LED for their streetlight conversion needs. We believe this shows that Affinity LED will remain a presence in our area for many years to come, which would be beneficial in terms of service and repair in future years.

BUDGET IMPACT:

(Include general ledger account numbers)

\$52,697 from ARPA. Net cost after Eversource rebate will be \$39,397.

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

Recommend to award contract to Affinity LED.

SUGGESTED MOTION:

I move to award the LED streetlight conversion contract to Affinity LED, in the amount of \$52,697. The total net cost after rebate will be \$39,397, to be paid for using ARPA funds.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

- 1. Cost Comparison
- 2. 09-23 Award
- 3. Affinity Bid Summary
- 4. PRT Bid Summary
- 5. Realterm bid summary

Affinity		
\$ 52,697	Project cost	
\$ 13,300	Eversource Rebate	
\$ 39,397	Net initial cost	
June	Realized Cost	Annual Saving
2023	\$ 39,397	\$ 14,409
2024	\$ 24,988	\$ 14,409
2025	\$ 10,579	\$ 14,409
2026	\$ (3,830)	\$ 14,409
2027	\$ (18,239)	\$ 14,409
2028	\$ (32,648)	\$ 14,409
2029	\$ (47,057)	\$ 14,409
2030	\$ (61,466)	\$ 14,409
2031	\$ (75,875)	\$ 14,409
2032	\$ (90,284)	\$ 14,409
2033	\$ (104,693)	\$ 14,409
2034	\$ (119,102)	\$ 14,409
2035	\$ (133,511)	\$ 14,409
2036	\$ (147,920)	\$ 14,409
2037	\$ (162,329)	\$ 14,409
2038	\$ (176,738)	\$ 14,409
2039	\$ (191,147)	\$ 14,409
2040	\$ (205,556)	\$ 14,409
2041	\$ (219,965)	\$ 14,409
2042	\$ (234,374)	\$ 14,409
2043	\$ (248,783)	\$ 14,409
2044	\$ (263,192)	\$ 14,409

Year

1
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Pine Ridge		
\$ 31,838	Project cost	
\$ 12,088	Eversource Rebate	
\$ 19,750	Net initial cost	
June	Realized Cost	Annual Saving
2023	\$ 19,750	\$ 9,815
2024	\$ 9,935	\$ 9,815
2025	\$ 120	\$ 9,815
2026	\$ (9,695)	\$ 9,815
2027	\$ (19,510)	\$ 9,815
2028	\$ (29,325)	\$ 9,815
2029	\$ (39,140)	\$ 9,815
2030	\$ (48,956)	\$ 9,815
2031	\$ (58,771)	\$ 9,815
2032	\$ (68,586)	\$ 9,815
2033	\$ (78,401)	\$ 9,815
2034	\$ (88,216)	\$ 9,815
2035	\$ (98,031)	\$ 9,815
2036	\$ (107,846)	\$ 9,815
2037	\$ (117,661)	\$ 9,815
2038	\$ (127,477)	\$ 9,815
2039	\$ (137,292)	\$ 9,815
2040	\$ (147,107)	\$ 9,815
2041	\$ (156,922)	\$ 9,815
2042	\$ (166,737)	\$ 9,815
2043	\$ (176,552)	\$ 9,815
2044	\$ (186,367)	\$ 9,815

RealTerm Energy		
\$ 43,666	Project cost	
\$ 12,088	Eversource Rebate	
\$ 31,578	Net initial cost	
June	Realized Cost	Annual Saving
2023	\$ 31,578	\$ 9,815
2024	\$ 21,763	\$ 9,815
2025	\$ 11,948	\$ 9,815
2026	\$ 2,133	\$ 9,815
2027	\$ (7,682)	\$ 9,815
2028	\$ (17,497)	\$ 9,815
2029	\$ (27,312)	\$ 9,815
2030	\$ (37,127)	\$ 9,815
2031	\$ (46,942)	\$ 9,815
2032	\$ (56,757)	\$ 9,815
2033	\$ (66,572)	\$ 9,815
2034	\$ (76,387)	\$ 9,815
2035	\$ (86,202)	\$ 9,815
2036	\$ (96,017)	\$ 9,815
2037	\$ (105,832)	\$ 9,815
2038	\$ (115,647)	\$ 9,815
2039	\$ (125,462)	\$ 9,815
2040	\$ (135,277)	\$ 9,815
2041	\$ (145,092)	\$ 9,815
2042	\$ (154,907)	\$ 9,815
2043	\$ (164,722)	\$ 9,815
2044	\$ (174,537)	\$ 9,815

Although Pine Ridge is initially less expensive to install, the compounded saving to the town is less with Affinity after 5 years and those saving continue to increase over the life the fixtures.

RealTerm Energy did not provide any annual electrical savings in their ROI estimation of 2.5 - 3.5 years. For the purpose of this comparison, a ROI of 3 years is used. Based on a DCL rating of standard on the RealTerm, which is the same rating as Pine Ridge, the same rebate and annual electrical saving were assumed. Affinity had a premium DCL rating.

TOWN OF AMHERST

Town Department: DPW

Date: 3/17/23

Line Item: A.R.P.A.

Budget Amount: A.R.P.A.

Bid #: 09-23

Item: LED Streetlight Conversion

Date Bid To Be Awarded: 3/27/23

<u>Vendor</u>	<u>Price</u>	<u>Total</u>	<u>Other Considerations</u>
1. Pine Ridge Tech		\$31,838.00	
2. Affinity		\$52,697.13	
3. RealTerm Energy		\$43,665.95	

Recommend bid be awarded to: DPW recommends Affinity

Signature of Town Administrator / Date

Please attach to this request a copy of the specifications and proposal from the lowest qualified bidder.

This bid has been posted on Construction Summary; Dodge Data & Analytics; New Hampshire Municipal Association; Associated General Contractor of New Hampshire and the Amherst NH website.

**Town of Amherst
LED Streetlight Conversion
Cost Proposal
Bid # 09-23**

CONTRACTOR INFORMATION

Contractor's Name: Affinity LED Lighting, LLC

Contact Person: Steve Lieber

Mailing Address: 1 Washington St., Unit #5121, Dover NH 03820

Phone Number: M: 603-828-8919 Email Steve@AffinityLED.com

QTY	Current Fixture	Current Rated Watts	Current Lumens	Proposed LED Fixture	Proposed Wattage	Proposed Lumens	Unit Price	Installation Price	Total for Line item
111	70MTH COBRA	95	5,000	S900D-18W-30K-T2-GR	18	2,572	\$201.00	\$ 183.63	\$42,694.22
6	175MTH COBRA	205	13,500	S903D-100W-30K-T2-GR	100	11,772	\$295.00	\$ 183.63	\$ 2,871.80
3	50HPS COBRA	65	4,000	S900D-18W-30K-T2-GR	18	2,572	\$201.00	\$ 183.63	\$ 1,153.90
1	100HPS COBRA	130	95,000	S901D-50W-30K-T2-GR	50	6,195	\$253.00	\$ 183.63	\$ 436.63
1	250MTH COBRA	295	20,000	S903D-100W-30K-T2-GR	100	11,772	\$295.00	\$ 183.63	\$ 478.63
1	100MTH FLOOD	120	8,000	P901D-50W-40K-T3-BR-TNM	50	6,195	\$386.00	\$ 183.63	\$ 569.63
7	100HPS COBRA	130	95,000	S901D-50W-30K-T2-GR	50	6,195	\$253.00	\$ 183.63	\$ 3,056.43
3	250HPS COBRA	295	30,000	S903D-100W-30K-T2-GR	100	11,772	\$295.00	\$ 183.63	\$ 1,435.90

Subcontractors (if any): Hamblet Electric: Ham Richardson
Executive Vice President
603-352-2330 Ext. 118

Additional information: _____

References (provide at least 3):

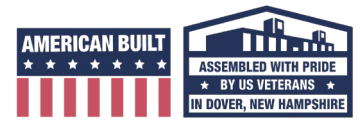
Name / Contact completed	Phone Number	Year work completed
1. Duncan Watson- City of Keene	603-352-6550	2016
2. Jess Forrence- Town of Hudson	603-886-6018	2021
3. Mark Bender- Town of Milford	603-249-0600	2017

By signing below, you certify the rates above and a full understanding of the project as proposed and outlined in the scope of work and the project's timeline.

Name and Title of Authorized Signatory: STEVEN R. LIEBER, PRESIDENT

Signature Steve R Lieber

Date: 3/16/2023



Project highlights:

Smart Ready Streetlights

For the purpose of this proposal, we have used your Eversource billing information to provide a full energy model and cost details for converting the Town of Amherst's 133 Eversource streetlights. We fully acknowledge that our desired deliverable is a "custom designed retrofit", the result of performing an independent lighting design analysis. Consequently, the energy model and cost details may increase or decrease contingent on the agreed lighting plan. We have not included any information for the conversion of any Town-owned metered streetlights.

In this proposal, all equipment will be our American-Built S900D series cobraheads and P900D series area lights, each proudly assembled by US Veterans in our UL certified manufacturing site in Dover, NH.

Total Project Cost

\$52,697.13 for converting your 133 current Eversource streetlight fixtures to "Smart Ready" LED street lighting, avg. \$396.22 per fixture*, inclusive of all equipment and installation services, with **American Built street and area lighting assembled locally in Dover, NH by a workforce of U.S. Veterans.**

• We estimate an Eversource Energy Efficiency Incentive of **\$8,453** to be paid to Amherst by Eversource after the installation is complete.

• The net project cost after the incentives will be **\$44,244**

Estimated Annual OPEX Savings

equals \$14,409 for converting 133 current streetlights, a **reduction of 66.2%** from the Town's current annual tariff cost of \$21,767

Cumulative Savings over 10 years = **\$144,088** (which is the warranty period)

Cumulative Savings over the life of the fixtures (20 years) = \$288,176

Annual Energy Savings = 46,961 kWh,

a **reduction of 75.5%** from the Town's current consumption of 62,177 kWh.

Annual CO2 Abatement

Per year = **28.2 tons**
10 years = **281.8 tons**
20 years = **563.5 tons**

Lowering greenhouse gas emissions improves air quality and public health in our communities.

We estimate a Simple Payback of 3.07 years on this LED Conversion (\$44,244 Net / \$14,409 Annual Savings).

This is very good!

*Installation services include:

a) a highly capable utility-approved contractor team including fully flashed bucket and trailing vehicle, lineman, certified flagger and support staff,

b) elimination of Solid Waste (product packaging) through the use of reusable totes and packing materials throughout the installation process,

c) equipment installation and reconnection, and

d) complete recycling and disposal of all old legacy equipment, including certificate of disposal for hazardous waste materials.

**Town of Amherst
LED Streetlight Conversion
Cost Proposal
Bid # 09-23**

CONTRACTOR INFORMATION

Contractor's Name: Pine Ridge Technologies, Inc.
217R Main Street
 Contact Person: North Reading, MA 01864 Andrew T. Rist, V.P.
 Mailing Address: _____

 Phone Number: (781) 246-5555 Email arist@pineridgetech.com

Number of fixtures	Current Lumens	Current Watts	LED Watts	LED Fixture Lumens	Unit Price Fixture	Install Price Fixture	Total
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total \$ 31,838.00

(SEE ATTACHED BREAKDOWN)

Subcontractors (if any): **LIGHTSMART (FOR AUDIT)**

Additional information: PRT CAN ALSO PROVIDE CONTROLS OPTIONS AND FOLLOW-ON MAINTENANCE

References (provide at least 3):

	Name / Contact completed	Phone Number	Year work completed
1.			
2.	SEE ATTACHED		
3.			

By signing below, you certify the rates above and a full understanding of the project as proposed and outlined in the scope of work and the project's timeline.

Name and Title of Authorized Signatory: Andrew T. Rist, V.P.

Signature  Date: 03/17/2023

PINE RIDGE TECHNOLOGIES, INC.
 CLIENT: TOWN OF AMHERST, NH

Minimum Required Specifications										Price							
LED Fixture Type	Quantity	Brand Name	Model # (include distribution type if created - municipality may elect to order a different type after final design)	Existing Wattage (Blue/Proposed Wattage (white))	LED Lumen Output	Minimum Warranty	7-pin Receptacle	Surge Protection	V	Wattage Label included and attached to fixture when shipped	Field Adjustable Output	Dimmable Driver	Temp.ature Range	Vibration	Approximate Lead Time	Unit Installed price (includes audit)	Total Price
COB/Recessed	111	LEOTEK	GCJ1-30U-MW-300K-3R-GY-025-PCR2-WL	55	2533	10 Year minimum	Yes	IEEE/ANSI C136.3 Category C (POV/5AA) minimum	3000K	Yes	Yes (adjustable with remote control)	Yes (standard)	(-20°C to 40°C or greater)	Classified 1g Bridge and Overpass Vibration Standards	6 weeks	\$ 238.00	\$ 26,418.00
COB/Recessed	6	LEOTEK	GCJ1-30U-MW-300K-3R-GY-045-PCR2-WL	205	4,560	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	6 weeks	\$ 238.00	\$ 1,428.00
COB/Recessed	3	LEOTEK	GCJ1-30U-MW-300K-3R-GY-025-PCR2-WL	65	2533	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	6 weeks	\$ 238.00	\$ 714.00
COB/Recessed	1	LEOTEK	GCJ1-30U-MW-300K-3R-GY-045-T-PCR2-WL	130	4,560	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	6 weeks	\$ 238.00	\$ 238.00
COB/Recessed	1	LEOTEK	GCJ4-30U-MW-300K-3R-GY-135-PCR2-WL	255	13,730	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	6 weeks	\$ 248.00	\$ 248.00
COB/Recessed	7	LEOTEK	GCJ1-30U-MW-300K-3R-GY-045-T-PCR2-WL	130	4,560	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	6 weeks	\$ 238.00	\$ 1,666.00
COB/Recessed	1	LEOTEK	GCJ4-30U-MW-300K-3R-GY-135-PCR2-WL	100	13,730	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	6 weeks	\$ 268.00	\$ 268.00
Floodlight	1	LUMECON	LWS-LE1-40-108-1-30-58-TC1	170	4896	Yes		DAV	Yes			Yes			6 weeks	\$ 372.00	\$ 372.00
Total Quantity	129															1691**	\$ 31,838.00

**THIS TOTAL DOES NOT INCLUDE REBATE \$\$ AMOUNT FROM UTILITY

**Town of Amherst
LED Streetlight Conversion
Cost Proposal
Bid # 09-23**

CONTRACTOR INFORMATION

Contractor's Name: RealTerm Energy US, L.P.
 Contact Person: Mark Carter
 Mailing Address: 201 West Street Annapolis, MD, 21401
 Phone Number: (410) 934-1740 ext.0151 Email mcarter@realtermenergy.com

Number of Fixtures	Current Lumens	Current Watts	LED Watts	LED Fixture Lumens	Unit Price Fixture	Install Price Fixture	Total
111	5,000	70	23	3,102	\$178.00	\$144.20	\$35,764.20
6	13,500	175	28	3,603	\$180.90	\$144.20	\$1,950.60
3	4,000	50	18	2,455	\$173.75	\$144.20	\$953.85
1	9,500	100	28	3,603	\$180.90	\$144.20	\$325.10
1	20,000	250	70	9,138	\$237.10	\$144.20	\$381.30
1	8,000	100	39	6,315	\$547.85	\$144.20	\$692.05
7	9,500	100	28	3,603	\$180.90	\$144.20	\$2,275.70
3	30,000	250	94	12,073	\$296.85	\$144.20	\$1,323.15
Total							\$43,665.95

Subcontractors (if any):

Electrical Contractor: Dagle Electrical Construction Corp.

Additional information: Please refer to the notes and clarifications page

References (provide at least 3):

Name / Contact	Phone Number	Year work Completed
1. Town of Rumford, ME George O Keefe	(207) 364-4576	August 2019 to Sept.2020
2. Town of Auburn, MA Mathew Benoit	(508) 832-7700 x 1213	March 2019 / May 2020
3. The Village of Nyack, NY Andy Stewart	(845) 358-0548	November 2019 / April 2022

By signing below, you certify the rates above and a full understanding of the project as proposed and outlined in the scope of work and the project's timeline.

Name and Title of Authorized Signatory: Angelos Vlasopoulos

Signature 

Date: March 14, 2023

PRICE PROPOSAL - NOTES AND CLARIFICATIONS

1. The suggested 1-1 replacement LED luminaire part numbers (Acuity Brands) can be found in the table below. Note that the final inventory will be subject to review following the photometric design exercise, as such, the inventory below is preliminary only.

Existing Fixture	Suggested Replacement LED
70MTH Cobra	23W_ATBX P30 MVOLT R2 3K MP NL P7
175MTH Cobra	28W_ATBX P40 MVOLT R2 3K MP NL P7
50 HPS Cobra	18W_ATBX P20 MVOLT R2 3K MP NL P7
100HPS Cobra	28W_ATBX P40 MVOLT R2 3K MP NL P7
250MTH Cobra	70W_ATBS P40 MVOLT R2 3K MP NL P7
100MTH Flood	39W_75LED P10 MVOLT 66 3K KO TB CS NL P7 0623
100HPS Cobra	28W_ATBX P40 MVOLT R2 3K MP NL P7
250HPS Cobra	94W_ATBM P20 MVOLT R2 3K MP NL P7

2. Preliminary 1-1 suggestion is based on 3,000K CCT luminaires. Lower CCTs (such as 2,700K or 2,2000K) can also be reviewed with the Town during the design process. We would anticipate little to no cost increase for using lower CCTs. RealTerm Energy can assist in providing consultation in selecting the CCT that best suits the Towns long term needs.
3. 1-Year labor warranty includes the repair of failed LED luminaires only (accounting for a single trip to the pole for repairs). LED luminaires (hardware) would be replaced under the manufacturer’s warranty. Note that any non-warranty field commissioning work would be billable at a rate of \$190.00/hour (bucket truck & crew) plus traffic control costs (police), if required.
4. RealTerm Energy can work with the Town to recommend a spare inventory list to be used for ease of maintenance in the future. Cost of spares are not included in our current pricing.
5. RTE and our installation partner (Dagle Electrical) recommends the use of Police details (not flaggers) for tariff control. As such, traffic control costs are not included. Any and all police details would be billed based on actuals with no markup (pass-through cost) and copy of police invoices would be provided to the Town. Any cost for police details is extra and not included. RTE and our subcontractor (installer) would work with the Town’s Police chief to coordinate police requirements, as needed.
6. Labor prices is based on fixture head change and does not include upgrades to supporting infrastructure (example: wiring, fusing, bracket replacement).
7. Long life photocells with 10-year warranty are included (part Number: DLL127 1.5 JU).
8. Smart controls can also be included in this project at 133 units for a total cost adder of \$17,860.00. This option includes Ubiqquia 2.0 LTE smart controls with 10-year Central management software. 10-year LTE connectivity fees and includes a 10-year product warranty.
9. Complete PDF of product specification sheets may be provided electronically upon request.
10. Total price does not include any applicable sales tax.



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Financial - Budget to Actual - March 31, 2023 **Department:** Finance Department

Meeting Date: April 3, 2023

Staff Contact: Debbie Bender

BACKGROUND INFORMATION:

Update of Budget to Actual for the General Fund as of March 31, 2023

BUDGET IMPACT:

(Include general ledger account numbers)

n/a

POLICY IMPLICATIONS:

n/a

DEPARTMENT HEAD RECOMMENDATION:

n/a

SUGGESTED MOTION:

n/a

TOWN ADMINISTRATOR RECOMMENDATION:

n/a

ATTACHMENTS:

1. Budget Status - 2023-03-31

General Ledger						
Budget Status						
dbender						
3/30/2023 - 9:56 AM						
1 to 9, 2023						
Function	GL Code	Description	Budget Amount	YTD Amount	YTD Available	YTD %Available
01-4130 Total		Administration	484,177.00	431,843.13	52,333.87	10.8%
01-4140 Total		Town Clerk	238,274.00	175,429.72	62,844.28	26.4%
01-4150 Total		Finance	332,818.00	260,384.96	72,433.04	21.8%
01-4151 Total		Tax Collector	147,245.00	91,486.07	55,758.93	37.9%
01-4152 Total		Assessing	198,824.00	105,456.13	93,367.87	47.0%
01-4153 Total		Legal	45,100.00	21,840.85	23,259.15	51.6%
01-4155 Total		Personnel	233,171.00	207,000.99	26,170.01	11.2%
01-4191 Total		Planning Board	62,582.00	14,406.05	48,175.95	77.0%
01-4192 Total		Zoning	453,782.00	265,253.34	188,528.66	41.5%
01-4194 Total		Building	279,364.00	213,943.97	65,420.03	23.4%
01-4195 Total		Cemetery	49,057.00	46,355.09	2,701.91	5.5%
01-4196 Total		Insurance	139,835.00	146,718.51	-6,883.51	-4.9%
01-4199 Total		Contingency Fund	0.00	0.00	0.00	0.0%
01-4210 Total		Police	2,978,021.00	2,072,548.60	905,472.40	30.4%
01-4215 Total		Rescue	673,726.00	495,022.29	178,703.71	26.5%
01-4220 Total		Fire	732,971.00	457,054.87	275,916.13	37.6%
01-4290 Total		Emergency Mgmt	9,554.00	9,776.70	-222.70	-2.3%
01-4299 Total		Communications	547,713.00	370,234.47	177,478.53	32.4%
01-4311 Total		DPW Admin	450,126.00	293,886.71	156,239.29	34.7%
01-4312 Total		Highway	3,681,156.00	2,013,592.11	1,667,563.89	45.3%
01-4316 Total		Lighting	24,900.00	18,002.40	6,897.60	27.7%
01-4323 Total		Souhegan Regional Landfill	437,855.00	322,617.52	115,237.48	26.3%
01-4324 Total		Transfer Station	347,154.00	220,485.18	126,668.82	36.5%
01-4411 Total		Health Admin	2,239.00	1,606.28	632.72	28.3%
01-4414 Total		Animal Control	400.00	400.00	0.00	0.0%
01-4415 Total		Health Agencies	55,000.00	55,000.00	0.00	0.0%
01-4442 Total		Welfare	10,256.00	5,872.99	4,383.01	42.7%
01-4520 Total		Recreation	469,168.00	348,197.97	120,970.03	25.8%
01-4522 Total		Parks	13,474.00	11,595.95	1,878.05	13.9%
01-4550 Total		Library	1,119,102.00	760,839.25	358,262.75	32.0%
01-4583 Total		Patriotic Purposes	8,500.00	8,290.54	209.46	2.5%
01-4589 Total		Heritage Commission	2,685.00	593.48	2,091.52	77.9%
01-4611 Total		Conservation Commission	15,828.00	6,366.87	9,461.13	59.8%
01-4711 Total		LT Debt Principle	1,106,000.00	905,999.90	200,000.10	18.1%
01-4721 Total		LT Debt Interest	73,100.00	67,127.16	5,972.84	8.2%
Grand Total			15,423,157.00	10,425,230.05	4,997,926.95	32.4%



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Ambulance Purchase
Meeting Date: April 3, 2023

Department: Fire Rescue
Staff Contact: Matt Conley

BACKGROUND INFORMATION:

Based on the Capital Improvement Plan it is time to purchase a new ambulance. Like fire apparatus, post COVID the costs have risen considerably. Besides reaching out to vendors for pricing and lead times, we have been able to secure a demo from Sugar Loaf Vehicles. The vehicle is a comparison of two of the leading manufacturers of ambulances. This vehicle includes a power cot, power load system (self-loading) and stair chair, items that reduce the risk of injury to staff.

BUDGET IMPACT:

(Include general ledger account numbers)

Purchase come from the Vehicle Capital Reserve Fund

POLICY IMPLICATIONS:

None

DEPARTMENT HEAD RECOMMENDATION:

To purchase the 2022 Medix Ford 450 ambulance with the equipment specified to come with it.

SUGGESTED MOTION:

For the BOS to approve the purchase of the 2022 Medix ford F-450 along with the specified equipment, graphics, and radios for the vehicle at the recommendation of Chief Matthew Conley

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Ambulance Purchase 2023

TOWN OF AMHERST

Town Department: Fire Rescue

Date: 03/30/2023

Budget Amount: \$

Date Bid To Be Awarded: Sugarloaf Vehicles

Line Item:

Bid #: Item: Type I Ambulance

VENDOR Name and Address PRICE/UNIT
Interest Rate

TOTAL
\$317,680.04

OTHER CONSIDERATIONS

Sugarloaf Ambulance / Rescue Vehicles
411 US Route 2 East
Wilton ME 04294

Stryker Medical Stair Chair \$4,383.12
P O Box 93308
Chicago, IL 60673-3308

Beltronics Radios \$9,123.90
240 Main Dunstable Road
Nashua, NH 03062

Grand Total \$331,187.06

Recommend bid be awarded to: The above mentioned companies

Signature of Town Administrator / Date

Please attach to this request a copy of the specifications and proposal from the lowest qualified bidder.
Please forward, for review purposes, a copy of bids in excess of \$10,000.00 to the Board of Selectmen at least one week prior to a vote of the Board of Selectmen.

Sugarloaf Ambulance Rescue Vehicles, LLC

411 U S Route 2 East
 Wilton, ME 04294 US
 +1 2072519990
 kgstuart@twc.com



Estimate

ADDRESS

Amherst Fire Department
 177 Amherst St
 Amherst, NH 03031

ESTIMATE # 1097
DATE 03/15/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
03/15/2023	Medix Ambulance	2022 Medix Ford F-450 Type I Ambulance	1	248,500.00	248,500.00
03/15/2023	GRAPHICS	Quote for graphics to be done at Northeastern Emergency Vehicles to match existing Amherst Fire Department Ambulance fleet	1	5,682.00	5,682.00
03/15/2023	Stryker Power load Assembly	639005550001 Complete System INSTALLED -- Will be installed at customers station unless specified. This price includes mounting hardware, wiring connections, backing plates and spacers needed for job.	1	34,711.04	34,711.04
03/15/2023	Power-PRO XT	Model number: 6506 Our industry-leading powered ambulance cot assists in lifting and lowering the cot. Innovative battery-powered hydraulic system raises and lowers the cot at the touch of a button Easy-to-use manual back-up system Retractable head section enables navigation in tight spaces in any height position Automatic high-speed retract feature XPS Siderails Steer-Lock	1	28,787.00	28,787.00

PLEASE MAKE PAYMENT TO
 SUGARLOAF AMBULANCE RESCUE VEHICLES, LLC
 26 MORRIS STREET
 SANFORD MAINE 04073

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
------	----------	-------------	-----	------	--------

SMRT Battery Kit

SUBTOTAL	317,680.04
TAX	0.00
TOTAL	\$317,680.04

Accepted By

Accepted Date

PLEASE MAKE PAYMENT TO
 SUGARLOAF AMBULANCE RESCUE VEHICLES, LLC
 26 MORRIS STREET
 SANFORD MAINE 04073

GREENWOOD EMERGENCY VEHICLES, LLC

**530 John Dietsch Boulevard
North Attleboro, Massachusetts 02763
(508) 695-7138**

HORTON AMBULANCE PROPOSAL

DATE: **12/10/2021**

THIS PROPOSAL HAS BEEN PREPARED FOR:

AMHERST FIRE DEPARTMENT

WE HEREBY PROPOSE TO FURNISH TO YOU, SUBJECT TO PROPER EXECUTION OF THE ATTACHED AGREEMENT BY YOU AND BY AN OFFICER OF THIS COMPANY, THE FOLLOWING VEHICLE AND EQUIPMENT TO BE BUILT IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS:

QUANTITY: 1

MODEL: 2022 HORTON CHEVROLET 5500 4X4 AMBULANCE

PRICE: \$289,268.00

*Includes: MedVault, FireTech Brow Lights, \$10,000 Mounting Allowance, Lettering, Plymovent Exhaust, and prep, delivered.

STRYKER EQUIPMENT: \$46,615.00

*Includes: Stryker Powerload System Installed, Stryker XT-PRO Cot, and Stryker 6252 Stair Chair.

TOTAL WITH STRYKER EQUIPMENT: \$335,883.00

ADD OPTION: Stryker PRO- CARE Warranties available for Powerload, Cot, Stair Chair - \$13,794.00.

DELIVERY WILL BE **F.O.B. AMHERST FIRE DEPARTMENT** AND WILL BE MADE APPROXIMATELY **375 DAYS** AFTER RECEIPT AND PROPER EXECUTION OF THE ATTACHED AGREEMENT BY BOTH PARTIES. EQUIPMENT MOUNTING AND LETTERING TO BE COMPLETED AT GREENWOOD EMERGENCY VEHICLES UPON COMPLETION.

THIS PROPOSAL SHALL EXPIRE UNLESS ACCEPTED WITHIN **THIRTY (30)** DAYS AND MAY BE EXTENDED, IN WRITING, AT THE DISCRETION OF THE COMPANY.

THE UNDERSIGNED CERTIFIES UNDER PENALTIES OF PERJURY THAT THIS BID OR PROPOSAL HAS BEEN MADE AND SUBMITTED IN GOOD FAITH AND WITHOUT COLLUSION OR FRAUD WITH ANY OTHER PERSON. AS USED IN THIS CERTIFICATION, THE WORD "PERSON" SHALL MEAN ANY NATURAL PERSON, BUSINESS, PARTNERSHIP, CORPORATION, UNION, COMMITTEE, CLUB OR OTHER ORGANIZATION, ENTITY OR GROUP OF INDIVIDUALS.

GREENWOOD EMERGENCY VEHICLES, LLC

Lorna Marcoux

LORNA MARCOUX, DIRECTOR OF SALES AND MARKETING



Stair Chair

Quote Number: 10673804

Version: 1

Prepared For: AMHERST FIRE RESCUE

Attn:

Remit to: **Stryker Medical**

P.O. Box 93308

Chicago, IL 60673-3308

Rep: Shane Donnelly

Email: shane.donnelly1@stryker.com

Phone Number: (774) 502-9462

Quote Date: 03/20/2023

Expiration Date: 06/18/2023

Delivery Address

Name: AMHERST FIRE RESCUE

Account #: 1286104

Address: 177 AMHERST ST

AMHERST

New Hampshire 03031-2951

End User - Shipping - Billing

Name: AMHERST FIRE RESCUE

Account #: 1286104

Address: 177 AMHERST ST

AMHERST

New Hampshire 03031-2951

Bill To Account

Name: AMHERST FIRE RESCUE

Account #: 1286104

Address: 177 AMHERST ST

AMHERST

New Hampshire 03031-2951

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	6252000000	Stair-PRO Model 6252	1	\$4,383.12	\$4,383.12
1.1	7777881660	1 year parts, labor & travel			
1.2	6252009001	Stair-Pro Operations Manual			
1.3	6250001162	In-Service Video (DVD)			
1.4	6252026000	Common Components			
1.5	6250021000	2 Piece ABS Panel Seat			
1.6	6250160000	Polypropelene Restraint Set(Plastic Buckles)			
1.7	6252022000	Main Frame Assy Option			
1.8	6250024000	Standard Length Lower LiftHandles			
1.9	6252027000	Footrest Option			
1.10	6252024000	No IV Clip Option			

Equipment Total: \$4,383.12

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
---------	-------------	-----	------------	--------------



Stair Chair

Quote Number: 10673804

Version: 1

Prepared For: AMHERST FIRE RESCUE

Attn:

Remit to:

Stryker Medical

P.O. Box 93308

Chicago, IL 60673-3308

Rep:

Shane Donnelly

Email:

shane.donnelly1@stryker.com

Phone Number:

(774) 502-9462

Quote Date: 03/20/2023

Expiration Date: 06/18/2023

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$54.79
Grand Total:	\$4,437.91

Prices: In effect for 30 days

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.

Capital Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html. A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at <https://www.strykeremergencycare.com/terms>.



240 MAIN DUNSTABLE ROAD
 NASHUA, NH 03062

Voice: 603-402-4144
 Fax: 603-386-6344

QUOTATION

Quote Number: BP23-0320A
 Quote Date: Mar 20, 2023
 Page: 1

Quoted To:

Amherst Fire Dept.
 PO Box 1199
 177 Amherst St
 Amherst, NH 03031

Customer ID	Good Thru	Payment Terms	Sales Rep
Amherst Fire	4/19/23	Net 30 Days	Company Account

Quantity	Item	Description	Unit Price	Amount
		Ambulance		
2.00	VM7730HBF-P	VM7000 VHF RF Deck	3,885.00	7,770.00
2.00	KCH-20RV	Full Featured Control Head (VM Series)	729.70	1,459.40
2.00	KCT-71M2	Remote Control Cable (17 FT)	85.50	171.00
2.00	KMC-65M	Standard Mobile Microphone (8 Pin)	63.50	127.00
2.00	KCT-23M4	DC PWR CABLE 75/110 WATT UNITS	65.70	131.40
2.00	KMB-36M	Mounting Bracket for BX-5000H, TK-5x10, TK-90 Series	91.70	183.40
2.00	KCT-18	Ignition Sense Cable	24.00	48.00
2.00	KES-5	Ext. Speaker 20W Max.	73.00	146.00
2.00	8322000002	P25 Conventional	415.00	830.00
2.00	8326000006	1024 Channels		
2.00	8323000003	Multi-Key DES		
2.00	8323000005	ARC4 (ADP Compatible)		
2.00	8326000002	MDC1200/GE-Star Signaling 3 year warranty	60.00	120.00
2.00	NASPO-NH State Bid	NASPO NH State Bid Pricing Contract # 00318	1,647.93	-3,295.86
2.00	SLBR-PROG/SETUP	Shop setup & programming	125.00	250.00
2.00	ROOF-FT-NITI-M	Flexi-Whip (ANTENNA ONLY--NO CABLE)	65.28	130.56
2.00	RFU505	UHF CONN, MALE CRIMP FOR RG-58/U, LMR-200,CBL GRP C, C2	9.00	18.00
1.00	SLBR	Installation +++Estimated+++ NOTE: Does not include any SPECIAL mounting hardware, faceplates etc.	1,035.00	1,035.00
			Subtotal	9,123.90
			Sales Tax	
			TOTAL	9,123.90



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Command Vehicle Purchase
Meeting Date: April 3, 2023

Department: Fire Rescue
Staff Contact: Matt Conley

BACKGROUND INFORMATION:

Based on the Capital Improvement Plan it is time to purchase a new Car 2, Command Vehicle that doubles as the vehicle used by the Deputy of Fire Prevention for inspections/code enforcement and as an additional command vehicle.

BUDGET IMPACT:

(Include general ledger account numbers)

A portion of the funds are to come from the Vehicle Capital Reserve Fund and a portion from the collected impact fees allocated to the Fire Rescue Department. Capital Reserve \$6,185.89 & Impact Fees \$49,000.00

POLICY IMPLICATIONS:

None

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

To purchase the 2023 Chevrolet Tahoe

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Command Vehicle Purchase 2023

TOWN OF AMHERST

Town Department: Fire Rescue

Date: 03/30/2023

Line Item: Capital Reserve & Impact Fees

Budget Amount: \$10,857.68

Bid #: Item: Command Vehicle

Date Bid To Be Awarded: 4/14/2023

VENDOR Name and Address

PRICE/UNIT
Interest Rate

TOTAL

OTHER CONSIDERATIONS

MacMulkin Chevrolet
3 Marmon Drive
Nashua, NH 03060

\$ 41,968

Global Public Safety
5 Executive Drive
Hudson, NH 03051

\$8,891.00

Beltronics
240 Main Dunstable Road
Nashua, NH 03062

\$4,326.89

\$ Grand total \$55,185.89

Recommend bid be awarded to: The above mentioned three companies

Signature of Town Administrator / Date

Please attach to this request a copy of the specifications and proposal from the lowest qualified bidder.
Please forward, for review purposes, a copy of bids in excess of \$10,000.00 to the Board of Selectmen at least one week prior to a vote of the Board of Selectmen.



Vehicle Locator

Detail Report for Customer

MACMULKIN CHEVROLET CADILLAC
 3 MARMON DR, NASHUA, NH, 03060
 603-888-1121

Customer/Company:

Sales Consultant:

Address:

Vehicle #1: 2023 Chevrolet Tahoe	VIN/Order #	MSRP	Stock #
	1GNSKLED7PR176637	\$50,855.00	T19137
Additional Vehicle Information			
GM Marketing Information			

Body Style: CK10706-4WD

PEG: 1FL-Commercial / Fleet Preferred Equipment Group

Primary Color: GAZ-Summit White

Trim: H1T-1WT/1FL-Cloth, Jet Black, Interior Trim

Engine: L84-Engine: 5.3L, EcoTec3 V-8, DI, Dynamic Fuel Mgt, V V T

Transmission: MHU-Transmission, 10sp, 10L80 Gen 2

Options: 1FL-Commercial / Fleet Preferred Equipment Group

5J3-Calibration, Surveillance Mode Int. Lighting (SEO)

5J9-Calibration, Taillamp Flasher, Red/White (SEO)

5LO-(SEO) Calibration, taillamp flasher, Red/Red (SEO)

5T5-Seat Trim Override, Front Cloth/Rear Vinyl (SEO)

5W4-Vehicle Special Service, Municipal (SEO)

5Y1-Seats, Driver/Pass Front Individual, No Console (SEO)

6C7-(SEO) Lighting, Red/White front, aux dome

6J7-(SEO) Flasher System, Headlamp and taillamp

A2X-Power Seat Adjuster (Driver's Side)

AMF-Remote Keyless Entry Package

AT6-Seat, 2nd row 60/40 Bench, manual

ATD-Seat Delete: Third Row

ATH-Keyless Open & Keyless Start

AY0-Airbags-frontal, front seat side-impact and roof-rail

AZ3-Seats: Front 40/20/40 Split-Bench, Full Feature

BCV-(SEO) Calibration, Rear Door Auto Lock

Disable

BG9-Floor Covering: Rubberized Vinyl, Black

BTV-Remote Engine Starting Pkg

BVE-Assist Steps, Black

C6H-GVW Rating 7500 Lbs

CJ2-Climate Control, Electronic - Multi-zone

DLF-Mirrors, O/S: Power, Heated

GAZ-Summit White

GU5-Rear Axle: 3.23 Ratio

H1T-1WT/1FL-Cloth, Jet Black, Interior Trim

IOR-Chevrolet Infotainment, 7" Color Screen

K34-Cruise Control

KC4-Cooler, Engine Oil

KI4-120 Volt Electrical Receptacle, In Cab

KNP-Transmission Cooling System

KX4-Alternator, 250 AMP

L84-Engine: 5.3L, EcoTec3 V-8, DI, Dynamic Fuel

Mgt, V V T

MHU-Transmission, 10sp, 10L80 Gen 2

N37-Steering Column, Manual Tilt & Telescoping

NC7-Emissions Override, Federal

NE1-CT/MA/MD/ME/NJ/NY/OR/PAR/IVT/WA

Emissions

PZX-Wheels: 18" Aluminum with high-polish finish

QDF-Tires: 265/65 R18 All Season, Blackwall

R6J-Ship Thru Code Acknowledgement

RC1-Skid Plate

T8Z-Buckle-To-Drive

TB4-Liftgate, Rear, manual

U2J-SiriusXM Satellite Radio, Delete

UD5-Parking Assist, Front & Rear Sensors

UDA-Communication system, deactivated

UDD-Driver Info Display

UK3-Radio Controls -Steering Wheel

USR-USB Data ports, 2 within center console

UT7-(SEO) Ground studs, aux, cargo area inside

liftgate

UTJ-Theft Protection System, Unauthorized Entry

UVB-Rear Vision Camera, HD

V53-Luggage rack side rails - none

VK3-Front License Plate Mounting Provisions

VPV-Ship thru charge: Kerr Industr., Arlington, TX

VQ2-Holdback N/A, Dealer Fleet Assistance

WUA-Fascia, Front, custom

YK6-SEO Processing Option

Z82-Trailer Package

ZW7-Suspension Package, Premium Smooth Ride

Disclaimer:

GM has tried to make the pricing information provided in this summary accurate. Please refer to actual vehicle invoice, however, for complete pricing information. GM will not make any sales or policy adjustments in the case of inaccurate pricing information in this summary.

Your Price : 41,968⁰⁰

I thank You
 PAUL



5 Executive Drive
Hudson NH 03051
603.617.7178

Quote

To:
Amherst Fire Rescue
177 Amherst St
Amherst, NH 03031-2951

From:
Joshua Bassett
5 Executive Drive
Hudson, NH 03051
Phone: 603.617.7178

Summary

Total Amount:	\$8,981.00	Quote ID:	QUO-05903-Q1Z9P7
Shipping Method:		Date:	4/29/2022
Payment Terms:		Expiration Date:	5/29/2022

Shipping Information

Ship To:	Bill To:
5 Executive Dr	177 Amherst St
Hudson, NH 03051	Amherst, NH 03031-2951

Vehicles

Vehicle ID	VIN	Tag	Year	Stock/Unit Number	Make/Model
2022 Tahoe- Amherst FD			2022		Chevy Tahoe

Details

Product ID	Description	Quantity	Price	Sub Total
ISFW54X	INNER EDGE FST WC 12-LT TAHOE	1.00	\$1,475.00	\$1,475.00
ITRAYW10	INNER EDGE RST WC 10-LT TRAY	1.00	\$1,100.00	\$1,100.00
I2D	DUO LINEAR ION RED/WHITE BLK	2.00	\$255.00	\$510.00
TLIR	ION T-SERIES LINEAR LT RED	4.00	\$209.00	\$836.00
TLIR	ION T-SERIES LINEAR LT RED	4.00	\$209.00	\$836.00
I2D	DUO LINEAR ION RED/WHITE BLK	2.00	\$255.00	\$510.00
ETFBSSN-P	Flashback Alternating Taillight Flasher, Solid State - 2.4 f.p.s.	1.00	\$135.00	\$135.00
CCSRN36	CENCOM SAPPHIRE SIREN SYSTEM	1.00	\$1,450.00	\$1,450.00
SA315P	SA315P SPEAKER, BLACK PLASTIC	1.00	\$320.00	\$320.00
SAK1	SA-315 MOUNT KIT UNIVERSAL	1.00	\$20.00	\$20.00
C-VS-1012-TAH-1	Standard 9" Wide Medium Angled 22" Vehicle-Specific Console for 2021 Chevrolet Tahoe Police Pursuit Vehicle	1.00	\$720.00	\$720.00
C-CUP2-I	Internal cup holders	1.00	\$39.00	\$39.00
C-ARM-103	Armrest for top mount, console, large pad	1.00	\$115.00	\$115.00
MDASHCPE	Preemption traffic signal, dash mount, 12VDC	1.00	\$200.00	\$200.00
3SC0CDCR	3" ROUND COMPARTMENT LT WHITE	2.00	\$60.00	\$120.00

SHOP SUPPLY	Shop Supply	1.00	\$295.00	\$295.00
CUSTOMER ITEM	Mobile Radio's	3.00	\$100.00	\$300.00

Total Tax	\$0.00
Total	\$8,981.00



240 MAIN DUNSTABLE ROAD
 NASHUA, NH 03062

Voice: 603-402-4144
 Fax: 603-386-6344

QUOTATION

Quote Number: BP23-0207A
 Quote Date: Feb 7, 2023
 Page: 1

Quoted To:

Amherst Fire Dept.
 PO Box 1199
 177 Amherst St
 Amherst, NH 03031

Customer ID	Good Thru	Payment Terms	Sales Rep
Amherst Fire	3/9/23	Net 30 Days	Company Account

Quantity	Item	Description	Unit Price	Amount
		Deputy Chiefs		
1.00	NX-5700HBF	NX-5700HBF (110W, 136-174 MHz) RF Deck Only, NXDN Conv/Trunk & P25 Conv	2,457.70	2,457.70
1.00	6ABMIG	Single Head-Remote Kit (Basic) NX-5700H	742.00	742.00
1.00	NX-5700BK	136-174 MHz 50W NXDN/Conventional Mobile <RF DECK ONLY>	977.00	977.00
1.00	5ABM	Single Head/Single RF Deck Remote Kit (Basic)	704.30	704.30
1.00	KCT-46	Ign Sense Cable	16.70	16.70
1.00	KCT-18	Ignition Sense Cable	24.00	24.00
1.00	KWD-5100CV	License Key for P25 Conventional	621.00	621.00
2.00	L-5029B	Package Single Deck Single Head Remote	75.00	150.00
2.00	SLBR-PROG/SETUP	SERVICE LABOR PROGRAM & SET UP	50.00	100.00
1.00	NASPO-NH State Bid	NASPO NH State Bid Pricing Contract # 00318	1,662.81	-1,662.81
2.00	RFU505	UHF CONN, MALE CRIMP FOR RG-58/U, LMR-200,CBL GRP C, C2	9.00	18.00
2.00	ROOF-FT-NITI-M	Flexi-Whip (ANTENNA ONLY--NO CABLE)	61.50	123.00
2.00	NMOKUD	17' Cable Kit (Solid Center Conductor)	28.00	56.00
		** Does not include installation**		
			Subtotal	4,326.89
			Sales Tax	
			TOTAL	4,326.89



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Forest Warden & Deputy Warden
Appointments

Department: Fire Rescue

Meeting Date: April 3, 2023

Staff Contact: Matt Conley

BACKGROUND INFORMATION:

The Division of Forest & Lands is responsible for the enforcement of the Outdoor Burning Rules & Regulations for the State of NH. To assist with the enforcement of the Rules & Regulations, they have it that each community has a Warden and Deputy Wardens to do so. In order for the Division to appoint the positions, they first need to obtain the signature of the Town Administrator and two members of the Board of Selectmen. I have provided you with the forms for signatures.

BUDGET IMPACT:

(Include general ledger account numbers)

None

POLICY IMPLICATIONS:

None

DEPARTMENT HEAD RECOMMENDATION:

To sign the provided documents.

SUGGESTED MOTION:

For the Town Administrator and two members of the BOS provide the required signatures at the request of Chief Matthew Conley.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Warden & Deputy Warden Appointment Forms



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Poly Tank

Department: Fire Rescue

Meeting Date: April 3, 2023

Staff Contact: Matt Conley

BACKGROUND INFORMATION:

When we acquired the Stewart Steven's vehicle for the replacement of the 1982 Forestry vehicle, the intention was to use the poly tank from that vehicle. As we were preparing to make the swap over, unfortunately, it was determined that the tank would not work on the Stewart Steven's frame. That said, we are looking to purchase one that would be made to accommodate the vehicle.

BUDGET IMPACT:

(Include general ledger account numbers)

There isn't an impact to the budget as we are looking to use a portion of the funds acquired through impact fees that are designated to the Fire Rescue Department.

POLICY IMPLICATIONS:

None

DEPARTMENT HEAD RECOMMENDATION:

To approve the purchase of the new poly tank for our Stewart Steven's vehicle.

SUGGESTED MOTION:

For the BOS to approve the purchase of the new poly tank at the request of Chief Matthew Conley.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Poly Tank Vendor 2023

TOWN OF AMHERST

Town Department: Fire Rescue

Date: 10/5/2022

Line Item:

Budget Amount: \$10,857.68

Bid #: Item: Poly Tank

Date Bid To Be Awarded: UPF

VENDOR Name and Address

United Plastic Fabricating
165 Flagship Drive
North Andover, MA 01845

PRICE/UNIT
Interest Rate

\$10,857.68

TOTAL

OTHER CONSIDERATIONS

Recommend bid be awarded to: United Plastic Fabricating

Signature of Town Administrator / Date

Please attach to this request a copy of the specifications and proposal from the lowest qualified bidder.
Please forward, for review purposes, a copy of bids in excess of \$10,000.00 to the Board of Selectmen at least one week prior to a vote of the Board of Selectmen.



United Plastic Fabricating
 165 Flagship Drive
 North Andover, MA, 01845
 Phone: 800.638.8265
 Web: www.unitedplastic.com

Quote

Order No.: QT00901911
 Order Date: 3/30/2023
 Delivery Date:
 Expiration Date: 4/29/2023
 Customer ID: C170000
 Currency: USD

Ref No:
 End User: Amherst, NH

BILL TO:	SHIP TO:
Misc Customer	Misc Customer
United States of America	United States of America

CUSTOMER P.O. NO.	TERMS	CONTACT
	Cash in Advance	Mark Magoon
FOB POINT	SHIPPING TERMS	SHIP VIA

NO.	ITEM	QTY.	UOM	PRICE	DISC.	EXTENDED PRICE
1	605-1000-000: 1000 Gal Wetside Rectangular POLY-TANK	1.0000	EA	9,491.4800	0%	9,491.48
2	650-0003-000: Std Features=Sump/Drain/Suc Up To 4"V/O/Fill/Twr/Site Tube	1.0000	EA	0.0000	0%	0.00
3	650-0005-000: Colored Fill Tower(s Tanknology Tag	1.0000	EA	0.0000	0%	0.00
4	651-0020-000: Standard Fill, with Diverter	1.0000	EA	134.6400	0%	134.64
5	656-0010-000: Sight Gauge-CUSTOM DEFENDER1	1.0000	EA	153.7500	0%	153.75
6	658-0004-000: Mounting Block Assy 3-Bolt	4.0000	EA	101.0700	0%	404.28
7	655-0033-000: Hosebed Wall, Extended Sidewall up to 10" High	33.0000	EA	20.4100	0%	673.53

Total Weight (LB):	0	Sales Total:	10,857.68
Total Volume (CU3):	0	Freight & Misc.:	0.00
		Less Discount:	0.00
		Tax Total:	0.00
		Total (USD):	10,857.68

Final Pricing is Subject to additional Market Material Surcharge at Time of Invoicing.



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: AP Approval

Meeting Date: April 3, 2023

Department: Administration

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

Accounts Payable

AP1 ~ I move to approve one (1) FY23 Accounts Payable Manifest in the amount of \$31,946.51 dated March 24, 2023, subject to review and audit. (Vendors)

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

None



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

Title: Amherst Soccer Club/Hampshire
United Hawkers, Peddlers, Vendors Permit
App

Department: Administration

Meeting Date: April 3, 2023

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Amherst Soccer Club, Hampshire United Hawkers Peddlers and Vendors Permit app

DATE RECEIVED _____

TOWN OF AMHERST
APPLICATION FOR HAWKERS, PEDDLERS & VENDORS PERMIT

NAME OF APPLICANT Amherst Soccer Club DOB _____
RESIDENCE ADDRESS PO Box 853 TOWN Amherst
PHONE NO. (603) 620-1098
LENGTH OF TIME AT THIS ADDRESS 20 years
PREVIOUS ADDRESS IF ABOVE IS LESS THAN THREE YEARS _____

PHYSICAL DESCRIPTION:

HEIGHT _____ WEIGHT _____ HAIR _____ EYES _____

NAME, ADDRESS OF PERSON, FIRM, OR CORPORATION OR ASSOCIATION WHOM APPLICANT IS EMPLOYED BY OR REPRESENTS:

NAME Lisa Davidson
ADDRESS 231 Gibbons Hwy
Wilton NH 03086

PHONE NO. 603-620-1098 LENGTH OF EMPLOYMENT/REPRESENTATION 15 years

NAME, ADDRESS OF EMPLOYER DURING PAST THREE YEARS, IF OTHER THAN PRESENT EMPLOYER:

NAME Amherst soccer club
ADDRESS PO Box 853
Amherst NH 03031

HAWKERS & PEDDLERS STATE LICENSE NO. _____ EXP. DATE now required by state
(REQUIRED)

DESCRIPTION OF PRODUCT AND METHOD/LOCATION OF SALE
sell food at memorial weekend tournament
Sauligam High School + Wilkins School

NOTE: IF YOU ARE AT A LOCATION, OTHER THAN YOUR OWN, YOU NEED WRITTEN PERMISSION FROM THE PROPERTY OWNER GIVING YOU AUTHORIZATION TO BE ON HIS/HER PROPERTY.

PERIOD OF TIME FOR WHICH PERMIT IS APPLIED 5/27/23 - 5/29/23

DATE OR APPROXIMATE DATE OF LATEST PREVIOUS APPLICATION FOR PERMIT UNDER THIS ORDINANCE, IF ANY may, 2022

HAS A PERMIT ISSUED TO THE APPLICANT UNDER THIS ORDINANCE EVERY BEEN REVOKED?


YES _____ NO

HAS THE APPLICANT EVER BEEN CONVICTED OF A MISDEMEANOR OR A FELONY UNDER THE LAWS OF THIS STATE OR ANY STATE OR FEDERAL LAWS OF THE UNITED STATES?

YES _____ NO

IN THE EVENT THAT THE PRODUCT WHICH IS THE SUBJECT OF THE APPLICATION IS A PERISHABLE OR A FOOD COMMODITY, THE APPLICANT IS DIRECTED TO THE STATE OF NEW HAMPSHIRE PUBLIC HEALTH DEPARTMENT FOR APPROVAL OF THE PROPOSED OPERATION AND CERTIFICATION FROM SAID PUBLIC HEALTH DEPARTMENT THAT THE PROPOSAL MEETS STATE HEALTH REGULATIONS.

THE APPLICANT WILL BE REQUIRED TO PRESENT DETAILS OF THE OPERATION SUCH AS THE LOCATION FROM WHICH THE SALES WILL BE CONDUCTED, HOURS OF OPERATION, DATES OF OPERATION, AS WELL AS A CERTIFICATION THAT THE PROPOSAL HAS BEEN REVIEWED BY THE CHIEF OF POLICE AND THAT THE APPLICANT HAS COMPLIED WITH ANY REQUESTS BY THE CHIEF OF POLICE WITH RESPECT TO THE ACCOMMODATION OF PARKING AND/OR TRAFFIC CONSIDERATIONS.


SIGNATURE OF APPLICANT

DATE

3/23/23