



**Town of Amherst, NH**  
**BOARD OF SELECTMEN AGENDA**  
Barbara Landry Meeting Room  
2 Main Street  
**MONDAY, FEBRUARY 26, 2024 6:30 PM**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Hearing- Pursuant to NH RSA 31:95-b, III. (a) For unanticipated moneys in the amount of \$10,000 or more**
  - 3.1. Bean Foundation Donation of \$20,000 to the Bicycle Pedestrian Committee
  - 3.2. Donation of \$10,000 to the Conservation Commission
  - 3.3. DES Award of \$30,000 for Local Source Water Protection Program Grant: SWP-375
- 4. Citizens' Forum**
- 5. Scheduled Appointments**
- 6. Administration**
  - 6.1. Administrative Updated
  - 6.2. Town Treasurer Job Posting
  - 6.3. Microtime Contract renewal
- 7. Staff Reports**
  - 7.1. APD Full-Time Hire- Anthony Culotta
  - 7.2. DPW Excavator Purchase
  - 7.3. DPW Truck Purchase
- 8. Approvals**
  - 8.1. Donation to ACC
  - 8.2. Raffle Permit- The Rotary Club of Milford, Annual 100 HOles of Golf

- 8.3. Baboosic Lake Community Septic Warrants
- 8.4. Assessing
- 8.5. AP and Minutes

**9. Action Items**

**10. Old/New Business**

**Adjournment**

**Next Meeting: March 18, 2024**

You are invited to a Zoom webinar.

When: Feb 26, 2024 06:30 PM Eastern Time (US and Canada)

Topic: BOS Meeting 2/26/2024 6:30pm

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81711553912>

Or Telephone: +1 309 205 3325 US

Webinar ID: 817 1155 3912



# Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

**Title:** Bean Foundation Donation of \$20,000 to the Bicycle Pedestrian Committee

**Department:** Finance Department

**Meeting Date:** February 26, 2024

**Staff Contact:** Debbie Bender

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## **BACKGROUND INFORMATION:**

This is a donation of \$20,000 to the Town to support the expansion of the shared-use trail (Rail / Trail) project proposed by the Bike/Ped committee. The donation is provided by the Norwin S. & Elizabeth N. Bean Foundation.

## **BUDGET IMPACT:**

*(Include general ledger account numbers)*

## **POLICY IMPLICATIONS:**

## **DEPARTMENT HEAD RECOMMENDATION:**

Accept

## **SUGGESTED MOTION:**

I move that we accept the donation of \$20,000 for the Rail / Trail project. Given to the Town by the Norwin S. & Elizabeth N. Bean Foundation.

## **TOWN ADMINISTRATOR RECOMMENDATION:**

## **ATTACHMENTS:**

1. Bike-Ped - Donation from Bean Foundation - \$20,000 - BOS meeting 01.22.24

Norwin S. and Elizabeth N.  
**Bean Foundation**

40 Stark Street, Manchester, NH 03101  
www.beanfoundation.org

**TRUSTEES**

Robert M. Heaton, Chair

John F. Dinkel, Jr.

Thomas J. Donovan

Katy Easterly Martey

Kris McCracken

Rashida E. Mohamed

Richard Sigel

July 25, 2023

Mr. Christopher Buchanan  
Town of Amherst  
2 Main Street  
Amherst, NH 03031



Dear Mr. Buchanan,

We appreciate your grant on behalf of the Town of Amherst to support the expansion of the shared-use trail by 2.7 miles. We understand that the New Hampshire Department of Transportation has awarded Amherst a grant of \$1,903,653, or 80% of the funding needed of \$2,379,566, to complete the project, leaving the town with \$475,913 to raise to meet the required 20% match.

The trustees have awarded a 2023 grant in the amount of \$20,000 of the \$70,000 requested, with a commitment to later grant up to an additional \$50,000 prior to the state's fundraising deadline, should the town fall short of its fundraising goal. Bean trustees encourage the Amherst Bicycle Collective and the Town of Amherst to make every effort to secure additional personal and corporate donations.

Your grant check is included with this letter, along with a Terms of Award. Please review this document carefully. Deposit of the grant award check signifies your acceptance of the award and your intent to comply with the terms of the award, and serves as our receipt for this payment.

Please provide the Bean Foundation with a progress report on April 30, 2023. We encourage you to submit grant reports via email. Please visit our web site at [www.beanfoundation.org](http://www.beanfoundation.org) to download the grant report form.

We ask that publicity for your program make reference to the support provided by the Norwin S. & Elizabeth N. Bean Foundation. The Foundation's logo is available.

If you have any questions about the grant or the terms of the award, please contact the Foundation Director for assistance. We wish you success in your project and look forward to learning about its results.

Sincerely,

**FOUNDATION DIRECTOR**

Leslee Stewart  
p 603.493.7257  
e [lstewart@beanfoundation.org](mailto:lstewart@beanfoundation.org)

Foundation Director

Norwin S. and Elizabeth N.  
**Bean Foundation**

40 Stark Street, Manchester, NH 03101  
www.beanfoundation.org

**TRUSTEES**

Katy Easterly Martey, Chair

John F. Dinkel, Jr.

Thomas J. Donovan

Robert M. Heaton

Rashida E. Mohamed

Sandra Pelletier

Richard Sigel

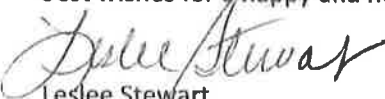
January 2, 2024

Mr. Christopher Buchanan  
Town of Amherst, NH

Dear Chris,

Enclosed is the replacement check for our grant of last year. I have also included a copy of the original award letter. Let me know if I can be of further assistance.

Best wishes for a happy and healthy new year!

  
Leslee Stewart  
Foundation Director

**FOUNDATION DIRECTOR**

Leslee Stewart

p 603.493.7257

e lstewart@beanfoundation.org

# MCLANE MIDDLETON

900 Elm Street  
Manchester, NH 03101

**ACCOUNT #/NAME:**

23 00 C505 5 09  
BEAN---FOU

**DESCRIPTION:**

TOWN OF AMHERST  
FUNDING TO EXPAND SHARED USE TRAIL  
GRANT NO. GT23-0761

**CHECK #:** 0009990  
**DATE:** Dec 18, 2023  
**AMOUNT:** \$20,000.00

**PAYEE:**

TOWN OF AMHERST

THIS DOCUMENT HAS A MULTI-COLORED FACE THAT CHANGES COLOR GRADUALLY SEE LIST OF SECURITY FEATURES ON THE BACK. DO NOT CASH UNLESS ALL ARE PRESENT.

MCLANE MIDDLETON 900 Elm Street Manchester, NH 03101 30-9 1140 009990

ACCOUNT #/NAME: 23 00 C505 5 09 BEAN---FOU TOWN OF AMHERST

DATE: Dec 18, 2023

PAY  
Twenty thousand and 00/100

AMOUNT  
\*\*\*\*\$20,000.00  
TWO SIGNATURES REQUIRED OVER \$5,000.00

TO THE ORDER OF TOWN OF AMHERST  
2 MAIN STREET  
AMHERST, NH 03031

*Yvonne R. Schaefer*  
*[Signature]*

FORM NO. LEB-01

Check in Book Security Features indicated

December 30, 2023

To: *Amherst Conservation Commission*

Enclosed please find a donation check in the amount of \$ 10,000.00

I await your acknowledgement of this donation, for tax purposes.

Thank you for the good work that you do.

*Candace G. Rapf*

Candace G. Rapf

43 Brook Rd

Amherst, NH 03031

*DEPOSIT TO ACC GIFT ACCOUNT*

*THANKS*

*MAR*

▼ REMOVE DOCUMENT ALONG THIS PERFORATION ▼



**LPL Financial**

Member FINRA/SIPC  
4707 Executive Drive  
San Diego, CA 92121-3081  
(658) 450-9608

BANK OF AMERICA  
Controlled Disbursement  
Bank of America, N.A.  
Atlanta, Dekalb County, Georgia

64-1278  
611-GA

ACCT: 5968-8624-1

CHECK DATE 12/15/2023

CHECK NO. 106918478

329 979 3739

PAY IN US DOLLARS  
Ten thousand and 00/100 Dollars\*\*\*\*\*

CHECK AMOUNT

\*\*\*\*\*\$10,000.00

TWO SIGNATURES REQUIRED

PAY TO THE: AMHERST CONSERVATION COMM  
ORDER OF: \*\*\*\*\*

*M. Andelt*

*Don Andelt*

VOID AFTER 180 DAYS

DOCUMENT CONTAINS BLUE PANTOGRAPH & MICROPRINTING. BACK HAS THERMOCHROMIC INK & A WATERMARK, HOLD AT AN ANGLE TO VIEW. VOID IF NOT PRESENT.



The State of New Hampshire  
**Department of Environmental Services**



**Robert R. Scott, Commissioner**

January 29, 2024

Ms. Nic Strong  
Town of Amherst  
2 Main Street  
Amherst, NH 03031

Subject: 2024 Local Source Water Protection Program Grant: SWP-375

Dear Ms. Strong:

Congratulations on your successful application to the 2024 Local Source Water Protection Grant Program to complete work described in the *Town of Amherst Source Water Master Plan Development* grant application. The Department of Environmental Services intends to award **\$30,000** to the Town of Amherst for this important project.

To award the grant funds, we must enter into a grant agreement, approved by the Governor and Council. Enclosed is the grant agreement paperwork. **Please review these documents carefully.** If everything is satisfactory, please submit the following:

1. **Original, signed, and initialed grant agreement (attached).**  
Please print the grant agreement and exhibits **single-sided**.
2. **Original, signed, and notarized Certificate of Vote of Authorization (example attached).**
3. **Certificate of Insurance.**

The Certificate Holder should be "State of New Hampshire, Department of Environmental Services, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095."

Once the required paperwork is submitted, the process will begin for Governor and Council approval. **Please note work cannot be completed until approval from the Governor and Council is received.** Since these grants are made possible by federal funding of New Hampshire's environmental programs, applicants are expected to go through a competitive bid process for contractor selection for construction services. Competitive bidding is not required for non-construction or planning projects. Applicants are requested to make a good faith effort to utilize disadvantaged businesses for any services, equipment and/or supplies purchased. A list of disadvantaged businesses is available at <http://www.nh.gov/dot/business/contractors.htm>. We look forward to working with you on your source water protection project. Please contact me at 271-2950 or [Melissa.E.Macheras@des.nh.gov](mailto:Melissa.E.Macheras@des.nh.gov) if you have any questions.

Sincerely,

Melissa Macheras  
Drinking Water and Groundwater Bureau





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

**Title:** Administrative Update  
**Meeting Date:** February 26, 2024

**Department:** Administration  
**Staff Contact:**

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**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:** Town Treasurer Job Posting  
**Meeting Date:** February 26, 2024

**Department:** Administration  
**Staff Contact:**

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**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:** Microtime Contract renewal  
**Meeting Date:** February 26, 2024

**Department:** Administration  
**Staff Contact:**

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**BACKGROUND INFORMATION:**

**BUDGET IMPACT:**

*(Include general ledger account numbers)*

**POLICY IMPLICATIONS:**

**DEPARTMENT HEAD RECOMMENDATION:**

**SUGGESTED MOTION:**

**TOWN ADMINISTRATOR RECOMMENDATION:**

**ATTACHMENTS:**

1. 2024 Quote for contract renewal

# We have prepared a quote for you

## Managed Services Renewal

Quote # 005823 v1

Prepared for:  
**Town of Amherst NH**

Prepared by:  
**Christine Blais**

Wednesday, December 06, 2023

Town of Amherst NH  
Dr. Dean Shankle Jr.  
2 Main Street  
Amherst, NH 03031  
dshankle@amherstnh.gov

Dear Dr. Dean,

This proposal is to continue with our managed IT services. We have given options of 1 vs 2 years and an optional 3rd year to lock in pricing. We truly value our partnership with the Town of Amherst and look forward to many more years working together. Things have gotten to a great place in our partnership together and we have come so far since the beginning.

**Technology Complete Platinum-**

TechnologyComplete is our premier technology support platform, expertly implemented by our skilled technologists. Our goal is to provide you efficient, reliable, and hassle-free IT that is supported by a knowledgeable, efficient, and friendly team. Let us handle the technology so you can focus on your business!

<b>TechnologyComplete</b>	
<b>IT Management + Report</b>	
IT Health Scorecard	✓
Easy to understand IT Service Request Report	✓
Technology Inventory	✓
Team Onboarding	✓
Team Offboarding	✓
<b>Proactive Technology Management</b>	
Annual Strategy Review	✓
Recurring Business Reviews & Pulse Checks	✓
Client Account Manager	✓
Technical Account Manager	✓
Virtual Chief Information Officer (vCIO)	✓
IT Strategy Consulting	✓
<b>Proactive Technology Management</b>	
Proactive Managed Services	✓
24/7 Uptime Monitoring	✓
Business Disaster & Recovery (BDR) System	✓
Operating System Updates	✓
Remote Access Deployment	✓
Secure, control, and enforce device policies	✓
Office 365 Management	✓
<b>World-Class Support Desk</b>	
Live Answer Phone Support	✓
Remote Help Desk Support	✓
Afterhours Emergency Support	✓
Application Support	✓
Vendor Support Liaising	✓
On-site Help Desk Support	✓
<b>Advanced Security Services</b>	
Team Protect - Dark Web, DNS Filtering, Password Vault	✓
Team Training - Phishing Training & Awareness	✓
Network Hardening - Zero-Trust Security & Threat Hunting	✓
External Network Exploit Monitoring	✓
Endpoint Protection & Response	✓
Security Reporting	✓
<b>Projects/IMACs</b>	
Implementations, Moves, Additions, Changes (IMACs)	Hourly
<b>Notes</b>	
<p>Projects/IMACs Definition: Typically defined as Implementations, Moves, Additions, and Changes (IMAC). We support your business as it is today, but changes (such as new workstations or other hardware, server implementations, scripting/coding, network equipment replacement, software implementations, ext.) are not included in services.</p>	

## **Advanced Cybersecurity Services**

Designed to protect your business, our comprehensive suite of tools, processes, and dedicated cybersecurity professionals, Advanced Cybersecurity is true cybersecurity protection for your business.

Our Advanced Cybersecurity services are designed to:

- Educate on risk:
  - The biggest vulnerability is often your own staff, whether accidental, negligent, or intentional. It's crucial to equip your staff with the right knowledge and safeguards to help identify and prevent daily threats.
    - User Training – Train your team on the threats to help prevent them
    - Human Firewall – Verification that your team is providing the first line of defense
    - Dark Web Monitoring – Find your stolen data on the Dark Web before it is weaponized
    - Cisco Umbrella Filter – Block malicious web traffic at its source
    - Two-Factor Authentication Password Vault – Store your passwords in a secure location
- Secure from risk.
  - Sophisticated hackers use personalized attacks, often resembling or impersonating legitimate business, people, or tools. To thwart them, you need the tools, processes, and expertise used by large enterprises.
    - Internal Vulnerability and Risk Detection – Continuous verification of IT infrastructure integrity
    - Next-Gen Vulnerabilities – State-of-the-art detection system serving as the last line of defense
    - External Vulnerability and Network Scanning – Continuous scanning for potential holes
    - Zero-Trust - Trust no application except what you approve
    - Advanced Email Spam Filter & Sandboxing (if applicable)– Artificial Intelligence email protection
    - Cloud Monitoring/Security for Office 365 & Google (if applicable) – Protect your sensitive cloud data
- Accept and Mitigate risk.
  - A solid plan is crucial in the event of the worst-case scenario, whether it's caused by an employee's mistake or a hack. Minutes matter when responding to a potential cybersecurity incident.
    - Canaries – Even if a hacker gets in, these traps alert us to their presence
    - Big Red Button – Our nickname for isolating an infection; the button traps the hacker
    - Security Reporting – Proactive IT and cybersecurity strategy to minimize risk
    - Business Disaster and Recovery (BDR) – Your failover in the event of failure or attack
    - Cyber Insurance Technical Assistance – Accurate answers are critical for insurance approval

**While no one can ensure 100% protection, our layered approach builds a security net letting you sleep soundly.**

## ***Pricing & Proposal Notes***

### **Special Discounts/Notes**

- Onboarding labor is discounted to one month of Services (excluding discounts) & \$500 for Advanced Cybersecurity setup in consideration of a 3-year agreement.

### **TechnologyComplete & Advanced Cybersecurity services Pricing Notes:**

- Pricing is based on 57 Full Users, 30 Email-only users, and 108 Devices (*PCs, Server, and Firewalls*)
  - If device counts, infrastructure, users, softwares, licensing needs, or physical locations change, TechnologyComplete & Advanced Cybersecurity pricing will adjust accordingly.
  - As we learn the environment, there may be other items that impact monthly service costs.
- Advanced Cybersecurity Services may find many areas of concern to address once implemented.
  - Proactive or reactive remediation of any security/cybersecurity concern or incident is billable time.

- If you exceed the 1TB (Town Hall) or 5TB (Police) capacity of the BDR device, we will upgrade and adjust pricing accordingly.
  - BDR - 1-Year of Cloud Data Retention. BDR Hardware is rental and not owned.
- Office 365 licensing has NOT been included in proposal - We can review if it is possible to move away from SHI and to our platform if possible.
- General Proposal Notes:
  - All prices include ACH auto-payment discount of 3%.
  - Labor is governed by our standard Statement of Work.
  - All discounts expire at end of term.

**Not Included in any TechnologyComplete Level:**

- Hardware costs and subscriptions, such as firewall security services, Office 365 (unless licensing is proposed), warranties, ext (our AV, maintenance, and monitoring licensing are included as described above)
- Projects: Defined as Implementations, Moves, Additions, and Changes (IMAC). We support your business as it is today, but changes (such as new workstations, network, server, or other hardware, server implementations, scripting/coding, software implementations, ext) are not included in TechnologyComplete.
  - Projects discussed or identified in the Infrastructure & Security Assessment are not included in this proposal; they will be evaluated and costs proposed post-onboarding in your Remediation Report.

Please let us know if you have any questions.



Christine Blais

Microtime Computers, Inc.



TechnologyComplete- Platinum 1 year

\* Optional

Description	Recurring	Qty	Ext. Recurring
TechnologyComplete - Platinum User	\$125.00	57	\$7,125.00
TechnologyComplete Discount	(\$10.00)	57	(\$570.00)
TechnologyComplete - Email only	\$10.00	30	\$300.00
Advanced Security Bundle 2.0	\$30.00	108	\$3,240.00
Advanced Security Discount	(\$10.00)	108	(\$1,080.00)
M365 Cloud Security Monitoring and Response 1.0	\$1.75	136	\$238.00
Managed LogMeIn Monthly	\$5.15	10	\$51.50
Cybersafe-2000- Town Hall	\$299.00	1	\$299.00
Cybersafe-5000HP- Police Department	\$479.00	1	\$479.00
O365 - Managed Exchange Online Backup	\$2.50	87	\$217.50
Cisco Duo Multi-Factor Authenticator	\$3.00	35	\$105.00
Advanced Spam Anti-Phishing Protection	\$2.50	87	\$217.50
* Optional Monthly Subtotal:			<b>\$10,622.50</b>

TechnologyComplete- Platinum 2 Year

Description	Recurring	Price	Qty	Ext. Recurring	Ext. Price
<b>TechnologyComplete - Platinum User</b>	\$125.00	\$0.00	57	\$7,125.00	\$0.00
<b>TechnologyComplete Discount</b>	(\$15.00)	\$0.00	57	(\$855.00)	\$0.00
<b>TechnologyComplete - Email only</b>	\$10.00	\$0.00	30	\$300.00	\$0.00
<b>TechnologyComplete - Email only Discount</b>	(\$2.00)	\$0.00	30	(\$60.00)	\$0.00
<b>Advanced Security Bundle 2.0</b>	\$30.00	\$0.00	108	\$3,240.00	\$0.00
<b>Advanced Security Discount</b>	(\$10.00)	\$0.00	108	(\$1,080.00)	\$0.00
<b>M365 Cloud Security Monitoring and Response 1.0</b>	\$1.75	\$0.00	136	\$238.00	\$0.00
<b>Managed LogMeIn Monthly</b>	\$5.15	\$0.00	10	\$51.50	\$0.00
<b>Cybersafe-2000- Town Hall</b>	\$299.00	\$0.00	1	\$299.00	\$0.00
<b>Cybersafe-5000HP- Police Department</b>	\$479.00	\$0.00	1	\$479.00	\$0.00
<b>CyberSafe Monthly Discount</b>	(\$389.00)	\$0.00	1	(\$389.00)	\$0.00
<b>O365 - Managed Exchange Online Backup</b>	\$2.50	\$0.00	87	\$217.50	\$0.00
<b>Cisco Duo Multi-Factor Authenticator</b>	\$3.00	\$0.00	35	\$105.00	\$0.00
<b>Advanced Spam Anti-Phishing Protection</b>	\$2.50	\$0.00	87	\$217.50	\$0.00
				Monthly Subtotal:	<b>\$9,888.50</b>
				Subtotal:	<b>\$0.00</b>

TechnologyComplete- Platinum Optional 3 year

\* Optional

Description	Recurring	Qty	Ext. Recurring
<b>TechnologyComplete - Platinum User</b>	\$125.00	57	\$7,125.00
<b>TechnologyComplete Discount</b>	(\$15.00)	57	(\$855.00)
<b>TechnologyComplete - Email only</b>	\$10.00	30	\$300.00
<b>TechnologyComplete - Email only Discount</b>	(\$2.00)	30	(\$60.00)
<b>Advanced Security Bundle 2.0</b>	\$30.00	108	\$3,240.00
<b>Advanced Security Discount</b>	(\$10.00)	108	(\$1,080.00)
<b>M365 Cloud Security Monitoring and Response 1.0</b>	\$1.75	136	\$238.00
<b>Managed LogMeIn Monthly</b>	\$5.15	10	\$51.50
<b>Cybersafe-2000- Town Hall</b>	\$299.00	1	\$299.00
<b>Cybersafe-5000HP- Police Department</b>	\$479.00	1	\$479.00
<b>CyberSafe Monthly Discount</b>	(\$389.00)	1	(\$389.00)
<b>O365 - Managed Exchange Online Backup</b>	\$2.50	87	\$217.50
<b>Cisco Duo Multi-Factor Authenticator</b>	\$3.00	35	\$105.00
<b>Advanced Spam Anti-Phishing Protection</b>	\$2.50	87	\$217.50
* Optional Monthly Subtotal:			<b>\$9,888.50</b>

## Managed Services Renewal

### Prepared by:

**Microtime Computers, Inc.**

Christine Blais  
6036727076  
Fax 603-672-7120  
cblais@microtimecomputers.com

### Prepared for:

**Town of Amherst NH**

2 Main Street  
Amherst, NH 03031  
Dr. Dean Shankle Jr.  
(603) 673-6041  
dshankle@amherstnh.gov

### Quote Information:

**Quote #: 005823**

Version: 1  
Delivery Date: 12/06/2023  
Expiration Date: 12/13/2023

## Quote Summary

Description	Amount
TechnologyComplete- Platinum 2 Year	\$0.00
<b>Total:</b>	<b>\$0.00</b>

## Monthly Expenses Summary

Description	Amount
TechnologyComplete- Platinum 2 Year	\$9,888.50
<b>Monthly Total:</b>	<b>\$9,888.50</b>

## \*Optional Expenses

Description	Recurring
TechnologyComplete- Platinum 1 year	\$10,622.50
TechnologyComplete- Platinum Optional 3 year	\$9,888.50
<b>Optional Subtotal:</b>	<b>\$20,511.00</b>

## Payment Options

Description	Payments	Interval	Amount
<b>Term Options</b>			
<b>Product Terms</b>	<b>1</b>	<b>One-Time</b>	<b>\$0.00</b>
<b>Product Terms</b>	<b>0</b>	<b>One-Time</b>	<b>\$9,888.50</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Microtime Computers, Inc.

Signature: 

Name: Christine Blais

Title: \_\_\_\_\_

Date: 12/06/2023

Town of Amherst NH

Signature: \_\_\_\_\_

Name: Dr. Dean Shankle Jr.

Date: \_\_\_\_\_

# TechnologyComplete Services Agreement

This TechnologyComplete Services Agreement (this "Agreement") by and between Town of Amherst (the "Client") and Microtime Computers Inc., a New Hampshire corporation (hereinafter referred to as the "Service Provider"), is effective as of the date at which services begin to be provided. This date to be mutually agreed upon by Client and Service Provider.

WHEREAS, Client desires to procure the information technology-related services of the Service Provider; and

WHEREAS, Service provider desires to contract with Client in order to provide information technology-related service thereto.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto hereby agree to the following:

## **1. Acceptance.**

The TechnologyComplete Services (defined herein) (and related products, services and activities) conducted provided by the Service Provider, shall be subject to the terms and conditions in this Agreement. Unless otherwise expressly agreed to in writing, this Agreement shall override any terms or conditions stipulated, incorporated or referred to by Client in any negotiations. This Agreement, the Master Service Agreement, along with any schedules, addendums, or agreements embody the entire agreement between the Service Provider and the Client. Accordingly, any promises, representations or understandings not expressed herein shall be of no force or effect. No variation of, or addition to, this Agreement shall be effective against the Client unless expressly accepted or confirmed in writing of subsequent date hereto and signed by the Client's duly authorized employee on the Client's behalf.

## **2. Retention of the Service Provider.**

**2.1.** The Client hereby retains the Service Provider to provide the services set forth in the proposal above, which is hereby incorporated by reference, unless or until earlier terminated in accordance with Section 3 of this Agreement.

**2.2.** The Service Provider shall serve as an independent contractor in the performance of the TechnologyComplete Services pursuant to this Agreement. As an independent contractor, the Service Provider shall work independently, without direction from the Client, other than as to the goals to be achieved in the assignments for which the Service Provider is engaged by the Client from time to time.

**2.3.** The Service Provider shall assume full responsibility for the payment of all foreign, federal, state, and local taxes or contributions imposed or required under employment insurance, social security, workers' compensation, and income tax laws arising by reason of the performance of the TechnologyComplete Services.

**2.4.** The execution, delivery and performance of this Agreement shall not be construed to constitute either party as an agent or representative of the other party, without prior mutual consent, for any purpose or be deemed to establish a joint venture or partnership between the parties. Neither party has the authority to (i) bind the other party by or to any contract, representation, understanding, act or deed, (ii) represent to any third party that either party is an agent of the other party, or (iii) represent to any third party that either party is responsible for the acts or omissions of the other party.

**3. Term and Termination of Services.**

- 3.1.** Subject to the terms of this Section, the initial term of this Agreement shall commence on the date hereof and shall continue for a period of two (2) years (the "Initial Term"). Upon completion of the Initial Term, this Agreement shall be automatically renewed for successive one (1) year terms (the Initial Term and any renewal term being referred to herein collectively as the "Term") unless either party hereto delivers written notice to the other party hereto of its intent not to renew this Agreement. Such notice must be delivered no later than ninety (90) days prior to the conclusion of the then existing Term. If renewed, then this Agreement shall continue until terminated in accordance with the provisions of this Agreement.
- 3.2.** Cost of Living Adjustment. For each year following the Initial Term (as defined in Section 3.1), unless the parties shall otherwise agree and provided that the service mix and volumes remain consistent as previously provided in the Initial Term, the total fee for all services shall equal the fee that would be charged for the same services based on a fee rate (as reflected in a fee rate schedule) increased by the percentage increase for the twelve-month period of such previous calendar year of the CPI-W (defined below) or, in the event that publication of such index is terminated, any successor or substitute index, appropriately adjusted, acceptable to both parties. As used herein, "CPI-W" shall mean the Consumer Price Index for Urban Wage Earners and Clerical Workers (Area: Boston-Brockton-Nashua, MA-NH-ME-CT; Base Period: 1982-84=100), as published by the United States Department of Labor, Bureau of Labor Statistics.
- 3.3.** This Agreement may be terminated by the Client upon (90) days written notice if the Service Provider: (i) fails to fulfill in any material respect to its obligations under this Agreement and does not cure such failure within thirty (30) days of receipt of such written notice; (ii) breaches any material term or condition of this Agreement and fails to remedy such breach within thirty (30) days of receipt of such written notice; (iii) terminates or suspends its business operations, unless it is succeeded by a permitted assignee under this Agreement.
- 3.4.** Upon Termination of this Agreement, if Client maintains no outstanding invoices, the Service Provider shall assist Client in the orderly termination of any and all services, including timely transfer of the services to another designated provider, if applicable. The Client agrees to pay the Service Provider the actual costs of rendering such post-termination assistance, including the Service Provider's then-hourly rate for all such services. CLIENT UNDERSTANDS THAT UPON TERMINATION, ALL CLIENT SERVICES UNDER AGREEMENT MAY BE REMOVED, LEAVING THE CLIENT UNRPOTECTED.

**4. Standard Hours of Service**

- Remote PC Management/Help Desk – 8:00 a.m. - 6:00 p.m. Monday-Friday
- Remote Network Management – 8:00 a.m. - 6:00 p.m. Monday-Friday
- Remote Server Management – 8:00 a.m. - 6:00 p.m. Monday-Friday
- On-site PC Management/Help Desk – 8:00 a.m.- 6:00 p.m. Monday-Friday
- On-site Network Management – 8:00 a.m.- 6:00 p.m. Monday-Friday
- On-site Server Management – 8:00 a.m.-6:00 p.m. Monday-Friday
- Lab Labor – 8:00 a.m.- 6:00 p.m. Monday-Friday

**5. Standard Rates of Service**

- Level 1 Technician                      \$125.00 / hour
- Level 2 Engineer                         \$175.00 / hour
- Level 3 Sr. Engineer                     \$225.00 / hour

## **6. After-Hours Emergency Support**

After-hours emergency support may be included with TechnologyComplete plan. After-hours emergency support is considered outside of our normal hours of 8:00 a.m. - 6:00 p.m. Monday-Friday, on weekends, and on Federal and Service Provider holidays (superseding normal hours). If there is an issue during after-hours support that is deemed in the sole discretion of the Service Provider a non-emergency and is not included in your TechnologyComplete Plan, a fee of 1.5x the then-current rate may be assessed for services rendered.

## **7. Additional Maintenance and Support Services.**

- 7.1. Support Service.** The Service Provider shall respond to the Client's service request using commercially reasonable efforts. Calls not requiring emergency service shall be scheduled during normal business hours.
- 7.2. Emergency Service Outside Normal Business Hours.** Emergency services performed outside of the hours of 8:00 a.m. - 6:00 p.m. Monday through Friday, inclusive of public holidays, shall be performed on a best efforts basis by the on-call service technician.
- 7.3. Service Calls Without Incident.** If the Client requests onsite service and no incident has occurred and no other issues are found or reproduced, then the Service Provider may, in its sole discretion, bill the Client at the current applicable hourly rate.
- 7.4. Hardware/System Support.** The Service Provider shall provide support of all hardware systems specified in this Agreement, provided that all hardware is covered under a currently active Vendor Support Contract or that replaceable parts be readily available, and all software running on the hardware is genuine, currently licensed, and vendor-supported. Should any hardware systems fail to meet these specifications, then they will be excluded from support under this Agreement. Should third party vendor support charges be required in order to resolve any issues, then these costs shall be passed on to the Client.
- 7.5. Supported Hardware and Software.** Any and all hardware, software or services purchased by the Client through a vendor or service provider other than the Service Provider, must be approved by the Service Provider in order for such hardware, software or services to be subject to the support and care of the Service Provider as outlined in the TechnologyComplete Services. If a product, software, or service is not approved and requires support, then such costs of any services performed by the Service Provider related to such product, software or service shall be subject to the then-current billable hourly rate for TechnologyComplete Services, if the Service Provider deems such pricing necessary. The Service Provider shall not warranty any product, approved or not, that is purchased from another vendor and obtaining warranty support would be subject to the Service Provider's then-billable hourly rate as defined in section 5.
- 7.6. Virus Recovery for Current, Licensed Protected Systems.** Attempted recovery from system damages caused by virus infections not detected and quarantined by the latest antivirus definitions is covered under the terms of this Agreement. This service is limited to those systems protected with a currently licensed, Service Provider supported antivirus solution.
- 7.7. Spyware, Malware and Adware for Current, Licensed Protected Systems.** Attempted recovery from system damages caused by Spyware, Malware, and Adware not detected and quarantined by the Service Provided solution, may be covered under the terms of this agreement. Data Backups are the most effective means for a successful recovery of Spyware, Malware and Adware. If the client has not taken the Service Providers Recommendations for local and offsite



backups, recovery may be impossible, and all attempts to recover will be invoiced at the then current hourly rates.

**7.8. Ransomware for Current, Licensed Protected Systems.** Attempted recovery from system damages caused by Ransomware are not covered under our TechnologyComplete agreement, at any level. Ransomware is spread through phishing emails that contain malicious attachments or through drive-by downloading. Drive-by downloading occurs when a user unknowingly visits an infected website and then Ransomware is downloaded and installed without the user's knowledge. The easiest way to prevent Ransomware is with end user cyber security awareness training, and user penetration testing. Cyber Insurance will reimburse for recovery or even pay the ransom. It is recommended that anyone connected to the Internet have Cyber Insurance.

**7.9. Monitoring Services.** The Service Provider shall provide ongoing monitoring and security services of all critical devices as indicated in this Agreement. The Service Provider shall provide monthly reports (if requested) as well as document critical alerts, scans and event resolutions to the Client. Should a problem be discovered during monitoring, the Service Provider shall make every attempt to rectify the condition in a timely manner through remote means.

8. **Excluded Services.** The following products and services shall be excluded from this Agreement:

- Parts, equipment or software not covered by vendor/manufacturer warranty or support;
- The cost of any parts, equipment or shipping charges of any kind;
- The cost of any software, licensing or software renewal or upgrade fees of any kind;
- The cost of any third-party vendor or manufacturer, support or incident fees of any kind;
- The cost to bring the Client's environment up to Minimum Standards required for TechnologyComplete Services;
- Service to printers that should fall under a third-party support contract;
- Service and repair made necessary by the alteration or modification of equipment other than those authorized by the Service Provider, including alterations, software installations or modifications of equipment made by the Client's employees or anyone other than the Service Provider;
- Maintenance of applications, software packages, whether acquired from the Service Provider or any other source unless as specified in herein;
- Programming (modification of software code) and program (software) maintenance
- Servicing of printers that requires more than two (2) hours or exceeds the value of the printer (valuing time at the current rate), will require the purchase of a new printer or a labor fee of the current rate after the two (2) hours;
- Any installation, movement, additions or changes to technology under agreement.
- Training services of any kind.

9. **Waiver.** No term or provision herein shall be waived, and no breach or default excused, unless such waiver or consent is in writing, of subsequent date hereto, and signed by the party to which it is attributed. No consent by a party to, or waiver of, a breach or default by the other, whether expressed or implied, shall constitute a consent to or waiver of any subsequent breach or default.

10. **Partial Invalidity.** If any provision of this Agreement shall be held to be invalid or unenforceable by a court of competent jurisdiction and venue, then such invalidity or unenforceability shall not invalidate or render this Agreement unenforceable, but rather this Agreement shall be construed as if not containing the invalid or unenforceable provision. However, if such provision is an essential element of this Agreement, then the parties shall promptly attempt to negotiate a substitute therefor.

By accepting this agreement, the parties hereto hereby warrant that they have the requisite authority to execute this agreement, and have executed this agreement, as of the Effective Date. The Client agrees to pay fees for services performed by Microtime in accordance with the schedule of fees and payments provided on any accepted quote or on the Master Services Agreement; provided, however that fee rates referenced in Section 5 above may be adjusted by Microtime from time to time upon sixty (60) days prior written notice to Client, and Client agrees to be bound by the terms set forth in the Master Services Agreement. The MSA can be found on the following link and signing this proposal means you accept and agree to MSA: [Microtime Master Services Agreement \(MSA\)](#).



# Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

**Title:** APD Full-Time Hire- Anthony Culotta **Department:** Police Department  
**Meeting Date:** February 26, 2024 **Staff Contact:** Anthony Ciampoli

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## **BACKGROUND INFORMATION:**

Anthony Culotta has recently completed a comprehensive background investigation after receiving a conditional offer of employment for a full-time police officer. Mr. Culotta retired from the Los Angeles County Sheriff's Dept. as a Detective in 2021 after a 25-year career having worked in multiple capacities at that agency. He moved to Amherst in 2021 and is currently serving Amherst PD as a crossing guard and as an on-call firefighter at Amherst Fire Rescue. Mr. Culotta also served in the U.S. Navy prior to his law enforcement career and was honorably discharged. Mr. Culotta is currently in the process of having his law enforcement certification transferred to the State of NH which is anticipated to occur on 2-27-24. Anthony Culotta brings to us a wealth of experience and we look forward to him starting his full-time employment on March 4, 2024.

## **BUDGET IMPACT:**

*(Include general ledger account numbers)*

No adverse impact as the position is currently budgeted for.

## **POLICY IMPLICATIONS:**

N/A

## **DEPARTMENT HEAD RECOMMENDATION:**

I recommend the appointment of Anthony Culotta to the position of Full-time Patrolman at Grade 9/Step 4 (\$30.10) on the Police Union Pay Scale effective March 4, 2024 with all offered benefits outlined in the attached offer letter.

## **SUGGESTED MOTION:**

Move to accept the appointment of Anthony Culotta to the position of full-time (non-exempt) Patrolman at Grade 9-Step 4 on the Police Union pay scale (\$30.10) with an effective start date of March 4, 2024 with all of the benefits outlined in the attached offer letter.

## **TOWN ADMINISTRATOR RECOMMENDATION:**

### **ATTACHMENTS:**

1. Anthony Culotta Resume

2. Culotta Offer letter PAR



# Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

**Title:** DPW Excavator Purchase  
**Meeting Date:** February 26, 2024

**Department:** Public Works  
**Staff Contact:** Eric Slosek

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## **BACKGROUND INFORMATION:**

As per the DPW Vehicle & Equipment Replacement Plan, we are scheduled to purchase a wheeled excavator in FY24. We solicited quotes from three separate vendors for similar machines, as well as visited dealerships and other municipalities to view various pieces of equipment. Specifically, we received quotes from United Construction & Forestry (John Deere), Chappell Tractor (Hyundai), and Chadwick BARoss Inc. (Volvo). After looking at the machines and receiving the price information, it became clear that our options were Hyundai or Volvo. The pricing received from all three vendors was Sourcewell contract pricing.

Hyundai and Volvo are very similar machines with many of the same options. They are both respected brands and have been purchased recently by other local municipalities. We contacted Brookline to see how they liked their Volvo excavator. Brookline showed us the machine and allowed us to operate it at their facility. Likewise, we contacted Milford to see how they liked their Hyundai, and we were able to operate the machine located at Chappell Tractor. Both Brookline and Milford had good experiences with their respective vendors. The machines are both good quality machines. The prices for each were within \$4,000 of each other. All quotes included a digging bucket, tilt grading bucket, and rotator.

We also compared service. We have had an excellent experience with Chappell Tractor's service. Brookline has had an excellent experience with Volvo service. All things considered, we decided to recommend awarding the purchase to Chappell Tractor for the Hyundai machine for the following reasons: the close proximity of the dealer for parts/service; the machine has two dozer blades (both front and back) one of which has a trailer hitch to tow equipment; the Hyundai full bumper to bumper warranty is 2-years/1,500hrs more than Volvo (3yrs/3,000 hours total); the price is \$3,982 less; purchasing the Hyundai supports a local business.

## **BUDGET IMPACT:**

*(Include general ledger account numbers)*

\$68,000.00 from ARPA; \$144,739.00 from Extra Block Grant (FY23); \$88,061.00 from budget (FY24).

## **POLICY IMPLICATIONS:**

- Requires BOS approval to utilize Sourcewell pricing.

**DEPARTMENT HEAD RECOMMENDATION:**

Recommend to approve purchase of a Hyundai wheeled-excavator from Chappell Tractor.

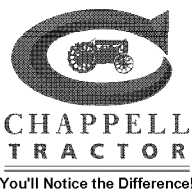
**SUGGESTED MOTION:**

I move to award purchase of one 2023 Hyundai HW170ACR wheeled-excavator from Chappell Tractor, with specified implements, for the amount of \$300,800.00, utilizing Sourcewell contract pricing.

**TOWN ADMINISTRATOR RECOMMENDATION:**

**ATTACHMENTS:**

1. Chappell Tractor Quote
2. Volvo Quote
3. John Deere Quote
4. Excavator award Forms



454 Route 13 South  
 Milford, NH 03055  
 (603) 673-2640  
 www.chappell.com

Branch 01 - MILFORD		
Date 01/31/2024	Time 12:07:38 (O)	Page 1
Account No AMHER008	Phone No 6036732317	Est No 01 Q07191
Ship Via	Purchase Order HW170 W/ ENGCON	
Tax ID No		
JOBE MILES	Salesperson JO / JO	

Ship To: IN STORE PICKUP

Invoice To: TOWN OF AMHERST NH HIGHWAY DEPT  
 22 DODGE RD  
 AMHERST NH 03031

**EQUIPMENT ESTIMATE - NOT AN INVOICE**

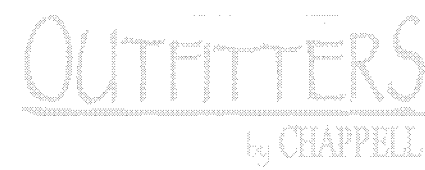
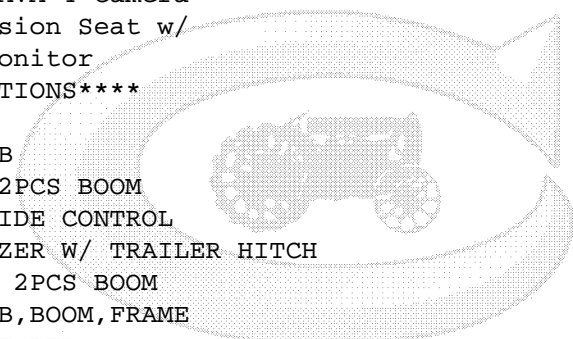
Description                      \*\* Q U O T E \*\*                      EXPIRY DATE: 02/29/2024                      Amount

Stock #: E023821                      Serial #: HHKHK507PE0000198                      235100.00

New 2023 HY HW170ACR  
 New 2023 HYUNDAI HW170ACR EXCAVATOR  
 8'6" Arm, 16'5" 2 Piece Boom, Front Dozer Blade  
 and Rear Dozer w/ Trailer Hitch, Dual Tube Tires  
 10.00-20, 14 PR, 2-way Aux-Fingertip Control,  
 Boom & Arm Safety Lock, LED Light Package for  
 Cab, Boom & Frame, Rear Work light on  
 Counterweight, Beacon Light, AAVM 4 Camera  
 System, Rain Guard, Air Suspension Seat w/  
 Heater, Pattern Changer, 2nd Monitor

\*\*\*\*INCLUDING THE FOLLOWING OPTIONS\*\*\*\*

- HW170ACR EXCAVATOR
- AM84 8'6" LONG ARM W/O RIB
- AS02 ARM SAFETY LOCK FOR 2PCS BOOM
- BM09 16'9" 2PCS BOOM W/ RIDE CONTROL
- BRH6 FRONT DOZER, REAR DOZER W/ TRAILER HITCH
- BS02 BOOM SAFETY LOCK FOR 2PCS BOOM
- EB20 LED LIGHT PACKAGE-CAB, BOOM, FRAME
- EC20 REAR WORK LAMP ON CWT-LED
- EI02 AAVM SYSTEM-4 CAMERAS
- EW01 W/ 2ND MONITOR
- HB17 2-WAY AUX - FINGERTIP CONTROL
- HQ01 QUICK COUPLER PIPING ONLY
- MS15 AIR SUSP. W/ HEATER & VENT
- RD01 RAIN GUARD ON CABIN TOP FRONT
- EF10 BEACON LAMP-LED

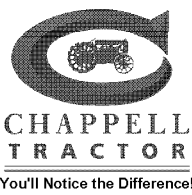


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 Sourcewell Pricing:  
 HW170ACR \$228,727.00  
 Freight \$1,975.00  
 PDI \$3,936.00  
 Delivery \$500.00  
 -----

**Thank You For Your Business!**







454 Route 13 South  
 Milford, NH 03055  
 (603) 673-2640  
 www.chappell.com

Branch 01 - MILFORD		
Date 01/31/2024	Time 12:07:38 (O)	Page 3
Account No AMHER008	Phone No 6036732317	Est No 01 Q07191
Ship Via	Purchase Order HW170 W/ ENGCON	
Tax ID No		
JOBE MILES	Salesperson JO / JO	

Ship To: IN STORE PICKUP

Invoice To: TOWN OF AMHERST NH HIGHWAY DEPT  
 22 DODGE RD  
 AMHERST NH 03031

**EQUIPMENT ESTIMATE - NOT AN INVOICE**

Description                      \*\* Q U O T E \*\*                      EXPIRY DATE: 02/29/2024                      Amount

New 2023 EN QS60-GB15  
 New 2023 ENGCON QS60-GB15 63" GRADING BUCKET  
 \*\*\*\*INCLUDING THE FOLLOWING OPTIONS\*\*\*\*  
 QS60-GB15-1027382 63" GRADING BUCKET

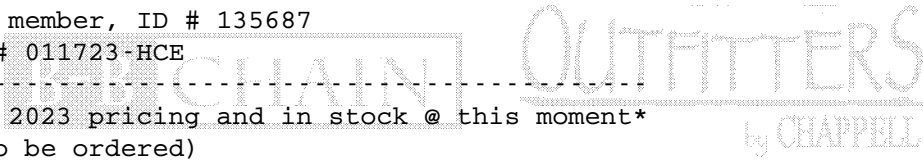
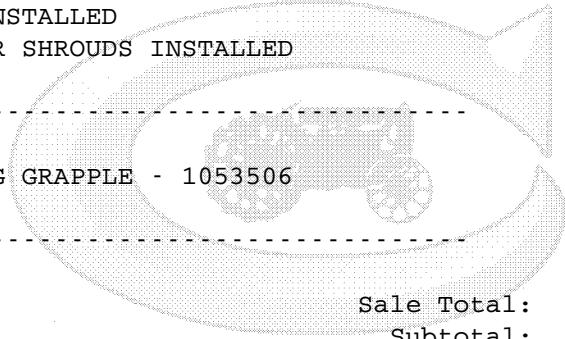
Craig Heavy Duty EXB-HD (C-222255)                      5500.00  
 -- COMPLETE WITH OPEN S - OS60M LUGGING INSTALLED  
 - 36" WIDTH - 0.750 CUBIC YARD HEAPED CAPACITY  
 - 5 ESCO STD LONG U25S TEETH INSTALLED  
 - WELD IN QUICK FILL STYLE WEAR SHROUDS INSTALLED  
 - BUCKET HAS BURP HOLES

New ENGCON QS60-SG19 T2 SORTING GRAPPLE - 1053506                      14000.00  
 Includes Bolt on Edges

Sale Total:                      314800.00  
 Subtotal:                      314800.00  
 Quote Total:                      314800.00

Authorization: \_\_\_\_\_  
 Customer Sourcewell member, ID # 135687  
 Hyundai Sourcewell # 011723-HCE

Engcon products are 2023 pricing and in stock @ this moment\*  
 (\*Sorting Grapple to be ordered)



**Thank You For Your Business!**

**Quote Valid for 90 days**

V22



**Contract:**  
**011723-**  
**VCE**

**Date:** 2/14/2024

<b>Buying Agency:</b>	TOWN OF AMHERST NH DPW	<b>Dealership:</b>	CHADWICK-BAROSS INC.
<b>SW Member #:</b>	135687	<b>Prepared By:</b>	SUSAN JOYCE
<b>Contact Person:</b>		<b>Phone:</b>	(603) 545-0600
<b>Phone/Email:</b>		<b>Email:</b>	susan @chadwick-baross.com

<b>Sourcewell Product Code</b>	C
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**A. Catalog / Price Sheet Items being purchased**

Quan		Unit Pr	Total
1	2023 VOLVO EWR150E WHEELED EXCAVATOR	\$238,309	\$238,309
	See next page for machine specs at List Price, Contract Discount, Machine Price		
	TOTAL Purchase Price at Bottom of this Page		
<b>Sourcewell Machine Price:</b>			\$238,309
<b>Additional Discount:</b>			\$0
<b>Subtotal A:</b>			\$238,309

**B. Sourced Contracted Items**

Quan	Description	Unit Pr	Total
1	STEELWRIST QCSQ60 COUPLER & X18 ROTATOR SYSTEM	\$47,852	\$47,852
1			\$0
1	STEELWRIST GRADE BUCKET	\$3,881	\$3,881
1			\$0
1	STEELWRIST DIG BUCKET	\$4,950	\$4,950
1			\$0
1			\$0
1			\$0
<b>Subtotal B:</b>			\$56,683

**C. Freight / Installation / Ext Warranty / Trade-Ins / Other Allowances/ Miscellaneous Charges**

<b>Freight</b>	\$3,790	
<b>PDI &amp; STEELWRIST INATALLATION</b>	\$6,000	
<b>Subtotal C:</b>		\$9,790

**Delivery Date:**

**D. TOTAL PURCHASE PRICE (A+B+C):** \$304,782

Version 22

Description	Part #	List Price		
<b>Model: Volvo EWR150E GPE Wheel Excavator</b>				
<b>Description</b>	<b>Article</b>	<b>Price(USD)</b>	<b>Check</b>	<b>Order Price</b>
Volvo EWR150E GPE Wheel Excavator	EWR150E	249,715.00		\$249,715
2-piece boom	XW10125	18,772.00		\$18,772
Arm, 8'0" (2.45m)	XW10211	7,797.00		-
Linkage w/o lifting eye	XW10310	0.00		\$0
T/wheels 315/70R22.5 HBI DELCORA	XW20131	7,515.00		-
Blade front par, OR rear, bolt	XW20653	26,123.00		\$26,123
Tool box left hand side (including steps)	XW20810	991.00		\$991
Axles Standard 8'4" (2.55m)	XW20910	1,666.00		\$1,666
Axle locking plate 15mm	XW21010	0.00		\$0
Engine NA (MY 2019)	XW30113	0.00		\$0
35 km/h (22 mph) Equipment	XW30712	0.00		\$0
CareCab w/ opening hatch	XW40110	667.00		\$667
Seat, air suspension with heater	XW40212	1,772.00		\$1,772
Seat belt, 3 inch retractable	XW40313	0.00		\$0
Joystick, proportional	XW40412	3,397.00		-
Radio MP3&USB&Bluetooth	XW40714	0.00		\$0
Dust net for radiator and oil cooler	XW41114	0.00		\$0
Halogen work lights, mono boom	XW50111	211.00		-
Halogen work lights, cab front	XW50113	287.00		-
Travel alarm w/ 10 sec delay	XW50116	0.00		\$0
Standard travel lights, LED	XW50126	490.00		\$490
Additional camera on right hand	XW50128	0.00		-
Electrical center passage, 18 channels	XW50213	1,402.00		\$1,402
CareTrack, GSM/Satellite	XW50418	0.00		\$0
CareTrack Connectivity 4 yr Subscription	XW50611	0.00		\$0
Hydraulic long life oil ISO VG46	XW60116	1,475.00		\$1,475
X1, Breaker/Shear Piping	XW60245	1,033.00		\$1,033
Hydraulic proportional pedal	XW60615	225.00		\$225
X1 flow & pressure control	XW60411	1,082.00		\$1,082
Quick fit piping, SQF	XW60832	1,910.00		-
Pilot control pattern change	XW60910	1,738.00		\$1,738
Boom float hydraulics	XW60912	1,816.00		\$1,816
Manual, English	XW70322	0.00		\$0
Manual, safety	XW70344	0.00		\$0
Counterweight standard (9,920 lbs)	XW80115	0.00		\$0
Frame Lifetime Warranty	XW80342	0.00		\$0
Overseas Protection	XW80345	0.00		\$0
No bucket w/ pins	XW8297920	0.00		\$0
Arm, 8'6" (2.6m)	XW10212	8,274.00		\$8,274
Twin 10.00 16PR Bridgestone	XW20111	10,695.00		\$10,695
Stone protect.rings T/wheels	XW20310	320.00		\$320
Automatic digging brake	XW21111	1,051.00		\$1,051
Tropical cooling,	XW30212	0.00		\$0
Engine block heater, 120V	XW30510	445.00		\$445
Automatic Engine Shutdown	XW30801	809.00		\$809
8 multifunction joystick for tilt /rotator attachment, CDC, Elevating Cab	XW40419	4,071.00		\$4,071
CDC Steering system w steering column	XW40420	6,361.00		\$6,361
Grapple Bucket Changeover	XW40424	2,579.00		\$2,579
Blade/Outtrigger functions on LH Joystick	XW40425	636.00		\$636
FLASHING BEACON CAB LED	XW50138	270.00		\$270
Add. Flash. Beacon CWT LED	XW50139	565.00		\$565
VSV(Volvo Smart View) for IC	XW50144	4,699.00		\$4,699
7 work lights LED	XW50152	2,412.00		\$2,412
Cruise control with creep speed	XW50310	878.00		\$878
Quick fit piping, UQF	XW60833	1,910.00		\$1,910
X1 extra pipe for slope and rotator	XW60831	119.00		\$119
Grapple piping bkt cyl.	XW60836	2,385.00		\$2,385
X3 Control	XW60860	4,830.00		\$4,830

Tool Kit, daily maintenance	XW70210	236.00	\$236
Boom suspension system	XW60929	7,370.00	\$7,370
SMV-plate (warning triangle)	XW80327	0.00	\$0
Wheel chock	XW80337	245.00	\$245
VQC U14 hydraulic pin-grabber coupler for EW	XW8304364	9,950.00	\$9,950

<b>Total List Price</b>	<b>\$401,194</b>
<b>Sourcewell % off List</b>	<b>40.6%</b>
<b>Sourcewell Machine Price</b>	<b>\$238,309</b>

*See Front Page of Quote for Total Purchase Price*

**Quote Summary**

**Prepared For:**  
TOWN OF AMHERST  
22 DODGE RD  
AMHERST, NH 03031  
Business: 603-673-2317

**Prepared By:**  
EHL JACOB  
United Construction & Forestry  
98 Sheep Davis Road  
Pembroke, NH 03275  
Phone: 603-225-2769  
jake.ehl@ucfne.com

**Quote Id:** 30267954  
**Created On:** 23 January 2024  
**Last Modified On:** 07 February 2024  
**Expiration Date:** 26 February 2024

<b>Equipment Summary</b>	<b>Suggested List</b>	<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
JOHN DEERE 190GW FT4 Wheeled Excavators	\$ 526,591.00	\$ 355,770.00 X	1 =	\$ 355,770.00
Extended Warranty		\$ 6,950.00 X	1 =	\$ 6,950.00
Extended Warranty, 190GW, Comprehensive, 4000 Total Hours or 60 Total Months, \$200 Deductible				
5 Year / 3000 Hour John Deere Protect Service Plan		\$ 22,455.00 X	1 =	\$ 22,455.00
<b>Sub Total</b>				<b>\$ 385,175.00</b>
<b>Equipment Total</b>				<b>\$ 385,175.00</b>

**Quote Summary**

Equipment Total	\$ 385,175.00
Filing / Origination Fees	\$ 0.00
SubTotal	\$ 385,175.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 385,175.00
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 385,175.00</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

# Selling Equipment

**Quote Id:** 30267954

**Customer:** TOWN OF AMHERST

<b>JOHN DEERE 190GW FT4 Wheeled Excavators</b>				
<b>Hours:</b>				<b>Suggested List</b>
<b>Stock Number:</b>				\$ 526,591.00
				<b>Selling Price</b>
				\$ 355,770.00
Code	Description	Qty	Unit	Extended
7391FF	190GW FT4 Wheeled Excavators	1	\$ 425,881.00	\$ 425,881.00
Standard Options - Per Unit				
170K	JDLINK™	1	\$ 0.00	\$ 0.00
5470	Front Blade & Rear Outriggers	1	\$ 0.00	\$ 0.00
6870	Variable Geometry Boom	1	\$ 15,790.00	\$ 15,790.00
<b>Standard Options Total</b>				<b>\$ 15,790.00</b>
Dealer Attachments				
AT445360	Mechanical Control Pattern Selector Kit	1	\$ 0.00	\$ 0.00
	Steelwrist X26 Direct-Fit Tiltrotator with SQ for Automatic Hydraulic Connections, incl. Quantum Control System	1	\$ 36,595.00	\$ 36,595.00
	X26 Central Lubrication	1	\$ 795.00	\$ 795.00
	X26 Gripper Cassette (S70)	1	\$ 6,595.00	\$ 6,595.00
	Grading Bucket, GB20 - S70 (1800 mm, 71")	1	\$ 7,295.00	\$ 7,295.00
	Digging Bucket, DB20T - S70 (914 mm, 36")	1	\$ 7,895.00	\$ 7,895.00
	7 Finger Tine Grapple, FG40-7, SQ70	1	\$ 21,195.00	\$ 21,195.00
	Installation, Quantum SQ	1	\$ 4,550.00	\$ 4,550.00
<b>Dealer Attachments Total</b>				<b>\$ 84,920.00</b>
Value Added Services				
	Extended Warranty	1	\$ 6,950.00	\$ 6,950.00
	5 Year / 3000 Hour John Deere Protect Service Plan	1	\$ 22,455.00	\$ 22,455.00
<b>Value Added Services Total</b>				<b>\$ 29,405.00</b>
<b>Suggested Price</b>				<b>\$ 555,996.00</b>
Customer Discounts				
<b>Customer Discounts Total</b>			<b>\$ -170,821.00</b>	<b>\$ -170,821.00</b>
<b>Total Selling Price</b>				<b>\$ 385,175.00</b>

## Extended Warranty Proposal

## PowerGard™ Protection Plan

### Deere Excavators

Date : February 7, 2024

Machine/Use Information		Plan Description		Price	
Manufacturer	<b>JOHN DEERE</b>	Plan Type:	Extended Warranty	Deductible:	\$ 200
Equipment Type	Deere Excavators	Coverage:	Comprehensive	Quoted Price	\$ 6,950.00
Model	190GW	Total Months:	60		
Country	US	Total Hours:	4000	Date Quoted	February 7, 2024
MFWD/Tracks	N				

### Scraper Use

Extended Warranty is available only through authorized John Deere Dealers for John Deere Products, and may be purchased at any time before the product's Standard Warranty, or Extended Warranty expires.

### Extended Warranty Proposal Prepared for:

I have been offered this extended warranty and

Customer Name - Please Print

I ACCEPT the Extended Warranty

I DECLINE the Extended Warranty

Customer Signature

If declined, I fully understand that any equipment listed above is not covered for customer expenses due to component failures beyond the original basic warranty period provided by John Deere.

**Note :** This is **not** a contract. For specific Extended Warranty coverage terms and conditions, please refer to the actual Extended Warranty contract for more information and the terms, conditions and limitations of the agreement.

### What Extended Warranty is :

The Extended Warranty Program is for the reimbursement on parts and labor for covered components that fail due to faulty material or original workmanship that occur beyond the John Deere Basic Warranty coverage period. The agreement is between Deere & Company and the owners of select John Deere Construction and Forestry equipment, who purchase the Extended Warranty Plans for the desired coverage as indicated in this proposal.

### What Extended Warranty is not :

Extended Warranty is not insurance. It also does not cover routine maintenance or high wear items, or insurance-related risks/perils such as collision, overturn, vandalism, wind, fire, hail, etc. It does not cover loss of income during or after an equipment failure. See the actual product-specific Extended Warranty agreement for a complete listing of covered components, and limitations and conditions under the program.

### Features/Benefits:

- Extended Warranty includes the following features and benefits under the program :
- Pays for parts and labor costs incurred on failed covered components (less any applicable deductibles),
- Does not require pre-approval before repairs are made by the authorized John Deere dealership,
- Payments are reimbursed directly to the dealership with no prepayment required by the contract holder.

**TOWN OF AMHERST**

Town Department: DPW

Date: February 22, 2024

Line Item ARPA, Extra block grant (FY23), Budget (FY24)

Budget Amount: \$300,800.00

Bid #:                      Item:    Date Bid To Be Awarded: February 26, 2024

<u>Vendor</u>	<u>Price</u>	<u>Total</u>	<u>Other Considerations</u>
1. United Construction & Forestry (John Deere)		\$335,770.00	Sourcewell Pricing
2. Chappell Tractor (Hyundai)		\$300,800.00	Sourcewell Pricing
3. Chadwick-Baross Inc (Volvo)		\$304,782.00	Sourcewell Pricing
4.			
5.			
6.			

Recommend bid be awarded to: Chappell Tractor

\_\_\_\_\_  
Signature of Town Administrator / Date

All of the above prices are Sourcewell Pricing





# Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

**Title:** DPW Truck Purchase  
**Meeting Date:** February 26, 2024

**Department:** Public Works  
**Staff Contact:** Eric Slosek

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## **BACKGROUND INFORMATION:**

As per the DPW Vehicle & Equipment Replacement Plan, Truck 4 is scheduled for replacement this year (FY24). Truck 4 had been scheduled for replacement in FY23 however the decision was made to replace the DPW loader at the time due to unforeseen electrical problems. Truck 4 is an International CDL class truck. We received a quote from our regional International Dealer, Allegiance Trucks (formerly Liberty International), for a 2025 model replacement for the cab & chassis. This quote represents the same truck we have been ordering for quite a few years now. We have been very happy with International trucks. The price quoted is under the State of NH state pricing level. The quoted price of \$119,500.00 is for a truck manufactured in 2025. If the truck is manufactured in 2024, the price will be slightly less at \$117,275.00. The sales rep said Allegiance Trucks is getting less trucks than they used to, making things more difficult for Towns trying to secure a truck. The sooner we can get approval, the sooner we can lock in our truck. We intend to come to the BOS after the Town vote in March to request another truck purchase from Allegiance as we have another truck due for replacement in FY2025. If we order a truck today, we will not see the truck until sometime in 2025.

In addition to the cab & chassis we solicited quotes from our two regional body shops, Viking Cives, and H.P. Fairfield. There used to be three options for truck body shops in the area however Tenco was purchased by H.P Fairfield a few years ago. We are now left with two options. Out of the two options, Viking Cives had the best price. We were able to visit Goffstown DPW and view several Viking models that they recently purchased. Goffstown is very happy with Viking's products and service. Both prices submitted reflected Sourcwell pricing. As with our Excavator quotes, these dealers have told us Sourcwell provides the best municipal discount they can provide.

We recommend that the BOS award the purchase of the cab & chassis from Alegiance Trucks, and the body with associated plow equipment from Viking Cives.

## **BUDGET IMPACT:**

*(Include general ledger account numbers)*

\$227,400.00 from DPW Vehicle & Equipment CRF

## **POLICY IMPLICATIONS:**

- Requires BOS to approve sole-source purchase for cab & chassis under State of NH level pricing
- Requires BOS approval for use of Sourcewell cooperative purchasing contract

**DEPARTMENT HEAD RECOMMENDATION:**

Recommend to approve purchase of cab & chassis from Allegiance Trucks;  
recommend to award purchase of truck body from Viking Cives.

**SUGGESTED MOTION:**

I move to approve the sole-source purchase of a 2025 International HV507 SFA truck from Allegiance Trucks for an amount not to exceed \$119,500. This purchase will utilize State of NH level pricing. I further move to approve the purchase of a truck body for said truck from Viking Cives for the amount of \$107,900. This purchase will utilize Sourcewell contract pricing. The total combined purchase price of truck and body shall not exceed \$227,400.00.

**TOWN ADMINISTRATOR RECOMMENDATION:**

**ATTACHMENTS:**

1. Viking revised quote 2-5-24
2. Tenco revised 2-13-24
3. Allegiance Trucks cab/chassis quote
4. Truck Award Forms
5. Truck Body award Form



Viking-Cives of Vermont  
 74 Armand Lane  
 Willison, VT 05495  
 Phone: (802) 660-9991  
 Fax: (802) 660-9992  
 www.vikingcives.com

**QUOTATION**

**Error! Reference**  
 Quote ID: **source not found.**

Page 1 of 2

**Customer:** Town of Amherst  
 22 Dodge Road  
 Amherst, NH 03031  
 Sourcewell #135687  
**Contact:** Eric Slosek  
**Phone:** 603-673-2317

**Sourcewell Number:** 062222-VCM  
**Quote Date:** 02/05/24  
**Quote valid until:** 06/05/24  
 Sourcewell Contract  
**Salesperson:** Mike Murray

Part Number	Description	Quantity	Unit Price	Amount
	SW-TK0110 Single Axle Package	1		
	Quote Includes All Equipment Listed Below			
	Power Tilt Hitch w/Wing Mount and Twin Chain Tilt	1		
	Quick Lock Hitch Jaws	1		
	FAH33 Hydraulic Front Mast Assembly	1		
	Timbren Trip Hinge	1		
	Patrol Rear Support w/Detachable 3 Point Attach	1		
	1011WHD Wing	1		
	HD Timbren Trip Hydraulic Arms (Cushion Spring Lower)	1		
	Sabre Wing Blades	1		
	Moldboard Shoes (Pair)	1		
	R1142TE Trip Edge Reversing Moldboard	1		
	PRR Hydraulic Reversing Push Frame w/Jack Stand	1		
	Quick Lock Push Lug Swivel	1		
	Pre-Stretched Stainless Cable Over Dead Sheave Level Lift	1		
	HD Sabre Blades	1		
	HD Curb Guards (2)	1		
	Moldboard Shoes (Pair)	1		
	Rubber Deflector and Fluorescent Whips	1		
	Front Mounted Tandem Gear Pump w/Dry Valve	1		
	Stainless Frame Mounted Oil Reservoir w/Valve Enclosure	1		
	6 Section Load Sharing Implement Valve in Stainless Enclosure	1		
	Pedestal Mount Air Actuated Implement Controls w/Remote	1		
	Closed Loop Rexroth CS630 Electronic Spreader Control-Valve	1		
	80 Gls Behind Cab Mount Liquid Tank w/Electric Power Unit	1		
	Stainless Steel Hydraulic Piping to the Front and Rear	1		
	PLSD10' Side Dump w/Remote Lube, Sensor Motor	1		
	¼" AR450 Floor/Tipper w/I-Beam Long and Cross Members	1		
	AR450 Driver's Wall and Corten Structural/Safety Wall	1		
	Air Actuated Tailgate w/Asphalt Apron and Driver's Coal Door	1		
	½ Cab Shield	1		



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**QUOTATION**

**Error! Reference**  
 Quote ID: **source not found.**

Page 2 of 2

Part Number	Description	Quantity	Unit Price	Amount
	DA Telescopic Hoist	1		
	Electric Actuated Feed Gate Adjustment	1		
	Color Camera System w/Triple Feeds	1		
	Three Point Ladder, Gearbox Step, and Inner Body Step	1		
	Shovel Holder	1		
	Electric Cover w/30 Deg Alum Arms, Asphalt Tarp, Tensioner	1		
	Composite Sideboards	1		
	Electric Actuated Body Vibrator	1		
	Semi-Automatic Tire Chains	1		
	Pintle Plate w/Receiver, D-Rings, and Electrical Plug	1		
	Poly Fenders w/Rear Mud Flaps	1		
	<b>Shot Blasted, Zinc/Epoxy Primed, High Temp Baked</b>	1		
	<b>Painted Dupont Imron Black and High Temp Baked</b>	1		
	LED Cab Shield (4) and Corner Post (4) Strobes	1		
	LED Heated Stop/Tail/Turns and Back Ups and LED Markers	1		
	LED Heated Plow Lights and Fog Lights	1		
	LED Heated Spot Lights	5		
<b>Quote Total:</b>				<b>\$106,500.00</b>
<b>Trade:</b>				
<b>Total Due:</b>				<b>\$106,500.00</b>

**The following items may be added:**

Part Number	Description	Quantity	Unit Price	Amount
	Nordik Blades in Lieu of HD Sabre Blades	1	\$1,000.00	\$1,000.00

Customer must fill out the information below before the order can be processed...

<i>Accepted by:</i>	
<i>Date:</i>	
<i>P.O. number:</i>	

- The price and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of material, and all other causes beyond our control. Prices are based on cost and conditions existing on the date of quotation and are subject to change by the seller before final inspection.
- Typographical and stenographic errors are subject to correction.
- Conditions not specifically stated herein shall be governed by the established trade customs. Terms inconsistent with those stated herein which may appear on purchaser's final order will not be binding on the seller.
- Terms are due upon receipt unless prior credit has been established or established accounts are set up with Net 30-day terms.
- Quoted price does not include any applicable taxes and is subject to state and local tax, as well as Federal excise tax unless proper forms are submitted and established when applicable.
- All orders are FOB Viking facility unless noted otherwise.

**Notes:**



**NEW HAMPSHIRE**  
 554 Maple Street  
 Hopkinton, NH 03229  
 P: (603) 225-9576

## Sales Quote

IMPORTANT: All invoices are due and payable in U.S. Dollars in Guadalupe County, Texas, or where indicated below. No goods to be returned without our written permission. Goods must be returned transportation charges pre-paid. A handling charge will be made on all returned goods. LATE CHARGE: A late charge of 1.5% of any past due balance of the dealers account as of the last day of the month will be billed as of the 15th day of the following month if payment has not been received by that date.			
<b>CUSTOMER NO</b>	822757	<b>TERRITORY</b>	393
<b>ORDER DATE</b>	02/13/2024	<b>CUSTOMER PO</b>	79328Kaulbach
<b>QUOTE DATE</b>	02/13/2024	<b>SHIPPED VIA</b>	
<b>SALES ORDER</b>	7268934 - SQ	<b>FREIGHT TERMS</b>	EXW- CUSTOMER FRT ACCOUNT
		EX2	DIRECT BILL TRANSER AT ORIGIN
<b>PAYMENT TERMS</b>	Net 30 Days from Invoice Date	<b>CODE</b>	002
<b>DELIVERY INSTRUCTIONS:</b>			
		<b>REQUESTED SHIP DATE</b>	02/13/2024

**SOLD TO:**  
 TOWN OF AMHERST CHP  
 22 DODGE RD  
 AMHERST NH 03031-2532

**SHIP TO:**  
 TOWN OF AMHERST CHP  
 22 DODGE RD  
 AMHERST NH 03031-2532

DESCRIPTION/REMARKS
6 Wheel truck up fit.
10' Tenco 12M Hardox steel side dump body with stainless steel rear corner posts, 27" sides 52" air operated gate. Dual acting front telescopic hoist. Cab shield with integrated prewet tank. Drivers side ladder and shovel holder. Central grease system. Top screen kit. Electric auto tarp with aluminum arms and mesh tarp with hold down hoop. 3500LB Body vibrator installed, liquid tank to be mounted on headboard, 1 coal door on drivers side of body, electric feed gate door. Composite side boards.
Tenco H345 Front hitch.
Tenco FFH48R-FAFX3R patrol style wing system with 48" travel front post and fixed rear with hydraulic lift. Timbren style front safety trip block.
Tenco 11' TCP-11-S power angle front plow with carbide with cover plate , markers and rubber deflector installed, cable lift leveling system.
Tenco 10' TCW-10-S 10' wing plow with carbide and cover plate installed.
Pintle plate with 2.5" receiver and D-rings. Poly fenders over axle with mud flaps at rear. On-spot automatic tire chain system installed.
Custom Central hydraulics package to include front mounted tandem gear pump with commercial A20 series valve bank mounted in best location. Del Air controls with adjustable handle stand. Frame mounted steel hydraulic reservoir with sight gauge shut off and return oil filter. Rexroth CS630 spreader / prewet controller. Stainless steel hydraulic lines where applicable. Electric prewet system with enclosure to be operated with Rexroth CS630.
Custom LED light package to include heated led plow lights, led stop turn tail and reverse lights. 6 amber strobes 4 in cab shield 2 in rear post. LED wing and spinner light. 2 additional work lights in customer specified location. Color back up camera with 1 feed. ARC wireless road temperature monitoring system, camera system with 3 feeds (location to be determined at time of build)
<b>OPTIONS:</b> -Chassis and body undercoating add \$650.00 Initial here _____

<b>REMARKS</b>	<b>NET DUE</b>	<b>CASH DISC.</b>	<b>IF PAID BY</b>	<b>SUB-TOTAL</b>	<b>116,965.00</b>
	116,965.00	0.00	03/14/2024	<b>FREIGHT &amp; HANDLING</b>	<b>0.00</b>
				<b>SALES TAX</b>	<b>0.00</b>
				<b>TOTAL(USD)</b>	<b>116,965.00</b>
				<b>PREPAID AMOUNT</b>	

IMPORTANT: Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group. Our general conditions of purchase are available at this address: <https://www.alamo-group.com/terms>



**NEW HAMPSHIRE**  
 554 Maple Street  
 Hopkinton, NH 03229  
 P: (603) 225-9576

## Sales Quote

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<b>CUSTOMER NO</b>	822757	<b>TERRITORY</b>	393	<b>PAGE 2 of 2</b>
<b>ORDER DATE</b>	02/13/2024	<b>CUSTOMER PO</b>	79328Kaulbach	
<b>QUOTE DATE</b>	02/13/2024	<b>SHIPPED VIA</b>		
<b>SALES ORDER</b>	7268934 - SQ	<b>FREIGHT TERMS</b>	EXW- CUSTOMER FRT ACCOUNT	
		EX2	DIRECT BILL TRANSER AT ORIGIN	
<b>PAYMENT TERMS</b>	Net 30 Days from Invoice Date		<b>CODE</b>	002
<b>DELIVERY INSTRUCTIONS:</b>				
		<b>REQUESTED SHIP DATE</b>	02/13/2024	

**SOLD TO:**  
 TOWN OF AMHERST CHP  
 22 DODGE RD  
 AMHERST NH 03031-2532

**SHIP TO:**  
 TOWN OF AMHERST CHP  
 22 DODGE RD  
 AMHERST NH 03031-2532

ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP#/ LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC%	EXTENDED AMOUNT
8HDHPF	9958	33001-60000 GVW TRUCK		1	116,965.00	0	116,965.00

<b>R E M A R K S</b>	<b>NET DUE</b>	<b>CASH DISC.</b>	<b>IF PAID BY</b>	<b>SUB-TOTAL</b>	<b>116,965.00</b>
	116,965.00	0.00	03/14/2024	<b>FREIGHT &amp; HANDLING</b>	<b>0.00</b>
				<b>SALES TAX</b>	<b>0.00</b>
				<b>TOTAL(USD)</b>	<b>116,965.00</b>
				<b>PREPAID AMOUNT</b>	

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# **HV507 SFA**

Sales Proposal For:  
**TOWN OF AMHERST**

Presented By:  
**ALLEGIANCE TRUCKS**

**Prepared For:**  
TOWN OF AMHERST  
Eric Slosek  
2 Main St.  
Amherst, NH 03031-2909  
(603)673 - 2317

**Presented By:**  
ALLEGIANCE TRUCKS  
James C Ramsay  
1400 S WILLOW ST.  
MANCHESTER NH 03103 - 4024  
(800)562-3814



**Model Profile**  
**2025 HV507 SFA (HV507)**

<b>AXLE CONFIG:</b>	4X2
<b>MISSION:</b>	Requested GVWR: 39000. Calc. GVWR: 41000. Calc. GCWR: 80000
<b>DIMENSION:</b>	Wheelbase: 177.00, CA: 102.00, Axle to Frame: 63.00
<b>ENGINE, DIESEL:</b>	{Cummins L9 330} EPA 2024, 330HP @ 2200 RPM, 1000 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max)
<b>TRANSMISSION, AUTOMATIC:</b>	{Allison 3500 RDS} 6th Generation Controls, Wide Ratio, 5-Speed with Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway
<b>CLUTCH:</b>	Omit Item (Clutch & Control)
<b>AXLE, FRONT NON-DRIVING:</b>	{Meritor MFS-18-133A} Wide Track, I-Beam Type, 18,000-lb Capacity
<b>AXLE, REAR, SINGLE:</b>	{Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends Gear Ratio: 5.38
<b>CAB:</b>	Conventional, Day Cab
<b>TIRE, FRONT:</b>	(2) 315/80R22.5 Load Range L HAU 3 WT (CONTINENTAL), 480 rev/mile, 68 MPH, All-Position
<b>TIRE, REAR:</b>	(4) 11R22.5 Load Range H HDR2+ (CONTINENTAL), 491 rev/mile, 75 MPH, Drive
<b>SUSPENSION, REAR, SINGLE:</b>	31,000-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Multileaf Springs
<b>PAINT:</b>	Cab schematic 100WK Location 1: 0311, Omaha Orange (Std) Chassis schematic N/A



<u>Code</u>	<u>Description</u>
HV50700	Base Chassis, Model HV507 SFA with 177.00 Wheelbase, 102.00 CA, and 63.00 Axle to Frame.
1570	TOW HOOK, FRONT (2) Frame Mounted
1ANA	AXLE CONFIGURATION {Navistar} 4x2
	<u>Notes</u> : Pricing may change if axle configuration is changed.
1CAJ	FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.866" x 3.622" x 0.437" (276.0mm x 92.0mm x 11.1mm); 456.0" (11582mm) Maximum OAL
1LNR	BUMPER, FRONT Swept Back, Steel, Painted 0001 Canyon Black, Heavy Duty
1MEJ	FRAME DIMPLE Dimple on Left and Right Top Flange of Frame Rail to Reference Rear Axle Centerline
1WDS	FRAME EXTENSION, FRONT Integral; 20" In Front of Grille
1WEV	WHEELBASE RANGE 146" (370cm) Through and Including 195" (495cm)
2ARZ	AXLE, FRONT NON-DRIVING {Meritor MFS-18-133A} Wide Track, I-Beam Type, 18,000-lb Capacity
3ACR	SUSPENSION, FRONT, SPRING Multileaf, Shackle Type, 18,000-lb Capacity, Less Shock Absorbers
3WAJ	SPRINGS, FRONT AUXILIARY Air Bag, Right Side Only, Driver Control
4091	BRAKE SYSTEM, AIR Dual System for Straight Truck Applications
	<u>Includes</u> : BRAKE LINES Color and Size Coded Nylon : DRAIN VALVE Twist-Type : GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster : PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel : PARKING BRAKE VALVE For Truck : QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4 : SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6
4619	TRAILER CONNECTIONS Four-Wheel, with Hand Control Valve and Tractor Protection Valve, for Straight Truck
	<u>Notes</u> : When electronic stability control is ordered with trailer connections on a 4x2 truck, please check the operator manual for trailer weight restrictions.
4732	DRAIN VALVE {Berg} with Pull Chain, for Air Tank
4AZA	AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System
4EBD	AIR DRYER {Wabco System Saver 1200} with Heater
4EXU	BRAKE CHAMBERS, REAR AXLE {Bendix EverSure} 30/30 SqIn Spring Brake

<b>Code</b>	<b>Description</b>
4EXV	BRAKE CHAMBERS, FRONT AXLE {Bendix} 24 SqIn
4GBM	BRAKE, PARKING Manual Push-Pull Pneumatic Parking Brake
4LAG	SLACK ADJUSTERS, FRONT {Gunite} Automatic
4LGG	SLACK ADJUSTERS, REAR {Gunite} Automatic
4SPA	AIR COMPRESSOR {Cummins} 18.7 CFM
4VGN	AIR TANK Painted Aluminum, with Straight Thread O-Ring Ports
4VKC	AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab
4WBX	DUST SHIELDS, FRONT BRAKE for Air Cam Brakes
4WDM	DUST SHIELDS, REAR BRAKE for Air Cam Brakes
4WZJ	AIR TANK LOCATION (2) : One Mounted Under Each Rail, Front of Rear Suspension, Parallel to Rail
4XDR	BRAKES, REAR {Meritor 16.5X7 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle
4XDT	BRAKES, FRONT {Meritor 16.5X6 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 6", 23,000-lb Capacity
5710	STEERING COLUMN Tilting and Telescoping
5CAW	STEERING WHEEL 4-Spoke; 18" Dia., Black
5PTB	STEERING GEAR (2) {Sheppard M100/M80} Dual Power
6DGC	DRIVELINE SYSTEM {Dana Spicer} SPL170, for 4x2/6x2
7BEU	AFTERTREATMENT COVER Aluminum
7BLW	EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab
7SDP	ENGINE COMPRESSION BRAKE {Jacobs} for Cummins ISL/L9 Engines; with Selector Switch and On/Off Switch
7WAZ	TAIL PIPE (1) Turnback Type
7WCM	EXHAUST HEIGHT 8' 10"
7WDN	MUFFLER/TAIL PIPE GUARD (1) Aluminum
8000	ELECTRICAL SYSTEM 12-Volt, Standard Equipment

Includes

- : DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab
- : HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel
- : HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever
- : PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light
- : STARTER SWITCH Electric, Key Operated

<u>Code</u>	<u>Description</u>
	: STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector
	: TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature
	: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever
	: WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted
	: WIRING, CHASSIS Color Coded and Continuously Numbered
8541	HORN, ELECTRIC (2) Disc Style
8899	JUMP START STUD (2) Remote Mounted
8GXD	ALTERNATOR {Leece-Neville AVI160P2013} Brush Type, 12 Volt, 160 Amp Capacity, Pad Mount, with Remote Sense
8HAB	BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/ Accessory Power/Ground and Sealed Connector for Stop/Turn
8HAH	ELECTRIC TRAILER BRAKE/LIGHTS Accommodation Package to Rear of Frame; for Combined Trailer Stop, Tail, Turn, Marker Light Circuits; Includes Electric Trailer Brake Accommodation Package with Cab Connections for Mounting Customer Installed Electric Brake Unit, Less Trailer Socket
8MMZ	BATTERY SYSTEM {Fleetrite AGM-GP31} Maintenance-Free, (3) AGM 12-Volt 2475CCA Total, Top Threaded Stud
8RGA	2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and Routed to Center of Header Console in Cab
8RMZ	SPEAKERS (2) 6.5" Dual Cone Mounted in Both Doors, (2) 5.25" Dual Cone Mounted in Both B-Pillars
8RPR	ANTENNA for Increased Roof Clearance Applications
8RPS	RADIO AM/FM/WB/Clock/Bluetooth/USB Input/Auxiliary Input
8THB	BACK-UP ALARM Electric, 102 dBA
8THJ	AUXILIARY HARNESS 3.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications
8TKK	TRAILER AUXILIARY FEED CIRCUIT for Electric Trailer Brake Accommodation/Air Trailer ABS; with 30 Amp Fuse and Relay, Controlled by Ignition Switch
8VZK	TURN SIGNALS, FRONT Dual Face, LED, Amber/Red, Mounted on Top of Fender, Used with Standard Flush Mounted Front Turn Signal, Side Marker Lamps, Parking Lights and Reflectors
8WGL	WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time
8WPH	CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade

<u>Code</u>	<u>Description</u>
8WPZ	TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights
8WRB	HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn On if Windshield Wipers are Turned On
8WTK	STARTING MOTOR {Delco Remy 38MT Type 300} 12 Volt, Less Thermal Over-Crank Protection
8WWJ	INDICATOR, LOW COOLANT LEVEL with Audible Alarm
8WXD	ALARM, PARKING BRAKE Electric Horn Sounds in Repetitive Manner When Vehicle Park Brake is "NOT" Set, with Ignition "OFF" and any Door Opened
8XAH	CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses
8XDZ	BATTERY BOX Steel, 2-3 Battery Capacity, Mounted Inside the Cab, Under Passenger Seat
8XHN	HORN, AIR Single Trumpet, Black, with Lanyard Pull Cord
8XNY	HEADLIGHTS Halogen
9AAB	LOGOS EXTERIOR Model Badges
9AAE	LOGOS EXTERIOR, ENGINE Badges
9ANG	HOOD, HATCH (01) for Servicing
9HAN	INSULATION, UNDER HOOD for Sound Abatement
9HBM	GRILLE Stationary, Chrome
9HBN	INSULATION, SPLASH PANELS for Sound Abatement
9WBC	FRONT END Tilting, Fiberglass, with Three Piece Construction, for WorkStar/HV
10021	CHASSIS COATING Corrosion Resistant E-Coat Primer Coating for Single Frame Rails
10060	PAINT SCHEMATIC, PT-1 Single Color, Design 100
	<u>Includes</u>
	: PAINT SCHEMATIC ID LETTERS "WK"
10761	PAINT TYPE Base Coat/Clear Coat, 1-2 Tone
10AGB	COMMUNICATIONS MODULE Telematics Device with Over the Air Programming; Includes Five Year Data Plan and International 360
10SLV	PROMOTIONAL PACKAGE Government Silver Package
11001	CLUTCH Omit Item (Clutch & Control)
12703	ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection

<u>Code</u>	<u>Description</u>
12851	PTO EFFECTS, ENGINE FRONT Less PTO Unit, Includes Adapter Plate on Engine Front Mounted
12926	RADIATOR HOSES Silicone; Molded
12EYX	ENGINE, DIESEL {Cummins L9 330} EPA 2024, 330HP @ 2200 RPM, 1000 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 330 Peak HP (Max)
12THT	FAN DRIVE {Horton Drivemaster} Two-Speed Type, Direct Drive, with Residual Torque Device for Disengaged Fan Speed  <u>Includes</u> : FAN Nylon
12UWY	RADIATOR Aluminum, Cross Flow, Front to Back System, 1228 SqIn, with 1167 SqIn Charge Air Cooler  <u>Includes</u> : DEAERATION SYSTEM with Surge Tank : HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps : RADIATOR HOSES Premium, Rubber
12VAG	AIR CLEANER Single Element, with Integral Snow Valve and In-Cab Control
12VJS	EMISSION, CALENDAR YEAR {Cummins L9} EPA, OBD and GHG Certified for Calendar Year 2024
12VXT	THROTTLE, HAND CONTROL Engine Speed Control; Electronic, Stationary, Variable Speed; Mounted on Steering Wheel
12VYL	ACCESSORY WIRING, SPECIAL for Road Speed Wire Coiled Under Instrument Panel for Customer Use
12VYP	ENGINE CONTROL, REMOTE MOUNTED No Provision for Remote Mounted Engine Control
12WBR	FAN OVERRIDE Manual; with Electric Switch on Instrument Panel, (Fan On with Switch On)
12WUL	BLOCK HEATER, ENGINE {Phillips} 120V/1000W, with "Y" Cord for Dealer Installed 120V/300W Oil Pan Heater  <u>Includes</u> : BLOCK HEATER SOCKET Receptacle Type; Mounted below Drivers Door
12WVG	EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood
12WZE	CARB IDLE COMPLIANCE Does Not Comply with California Clean Air Idle Regulations
12XCS	CARB EMISSION WARR COMPLIANCE Does Not Comply with CARB Emission Warranty
13BDM	TRANSMISSION, AUTOMATIC {Allison 3500 RDS} 6th Generation Controls, Wide Ratio, 5-Speed with Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway

<b>Code</b>	<b>Description</b>
13WAW	OIL COOLER, TRANSMISSION {Modine} Water to Oil Type
13WDT	SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, 3 Speed S1 Secondary Shift Schedule for 5 or 6 Speed
13WET	TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission
13WLP	TRANSMISSION OIL Synthetic; 29 thru 42 Pints
13WUC	ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223
13WVV	NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released
13WYH	TRANSMISSION TCM LOCATION Located Inside Cab
13XAL	PTO LOCATION Customer Intends to Install PTO at Left Side of Transmission
14ARB	AXLE, REAR, SINGLE {Meritor RS-23-160} Single Reduction, 23,000-lb Capacity, Driver Controlled Locking Differential, 200 Wheel Ends . Gear Ratio: 5.38
14SAL	SUSPENSION, REAR, SINGLE 31,000-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Multileaf Springs
15924	FUEL TANK STRAPS Bright Finish Stainless Steel
15DYP	DEF TANK 9.5 US Gal (36L) Capacity, Frame Mounted Outside Left Rail, Under Cab
15LNS	FUEL/WATER SEPARATOR {Racor 400 Series} 12 VDC Electric Heater, Includes Pre-Heater, with Primer Pump, Includes Water-in-Fuel Sensor, Mounted on Engine
15SWE	FUEL TANK Top Draw, Non-Polished Aluminum, 26" Dia, 70 US Gal (265L), Mounted Left Side, Under Cab
16030	CAB Conventional, Day Cab
16BAM	AIR CONDITIONER with Integral Heater and Defroster
16GED	GAUGE CLUSTER Base Level; English with English Electronic Speedometer
	<u>Includes</u>
	: GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for
	: GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure
	: WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure (Primary and Secondary)
16HCS	GAUGE, TEMPERATURE, AMBIENT Sensor Wiring with Display Unit Mounted in Cluster
16HKT	IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster

<u>Code</u>	<u>Description</u>
16JNV	SEAT, DRIVER {National 2000} Air Suspension, High Back with Integral Headrest, Cloth, Isolator, 1 Chamber Lumbar, 2 Position Front Cushion Adjust, -3 to +14 Degree Back Angle Adjust
16SEE	GRAB HANDLE, EXTERIOR Chrome, Towel Bar Type, with Anti-Slip Rubber Inserts, for Cab Entry Mounted Left Side at B-Pillar
16SJW	MIRROR, CONVEX, HOOD MOUNTED {Lang Mekra} (2) Right and Left Sides, Black, Heated, 7.5" Sq.
16SMX	SEAT, PASSENGER {Seats, Inc.} Non Suspension, High Back, Fixed Back, Integral Headrest, Cloth, for use with Batteries in Cab
16SNM	MIRRORS (2) C-Loop, Heated, Black Heads and Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width
	<u>Notes</u> : Mirror Dimensions are Rounded to the Nearest 0.5"
16VKB	CAB INTERIOR TRIM Classic, for Day Cab
	<u>Includes</u> : CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger : DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Overhead Console, Center Mounted : SUN VISOR (2) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Toll Ticket Strap
16VLV	MONITOR, TIRE PRESSURE Omit
16VSL	WINDSHIELD Heated, Single Piece
16WBY	ARM REST, RIGHT, DRIVER SEAT
16WEE	CAB SOUND INSULATION Includes Dash Insulator and Engine Cover Insulator
16WJU	WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature
16WSK	CAB REAR SUSPENSION Air Bag Type
16XJP	INSTRUMENT PANEL Wing Panel
16ZBT	ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab
27DPN	WHEELS, FRONT {Accuride 29039} DISC; 22.5x9.00 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs, Non-Standard Offset, with .5" Thick Disc
28DUK	WHEELS, REAR {Accuride 29169} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs

<b>Code</b>	<b>Description</b>
29PBA	PAINT IDENTITY, FRONT WHEELS Disc Wheels; with Vendor Applied Black Powder Coat Paint
29PBB	PAINT IDENTITY, REAR WHEELS Disc Wheels; with Vendor Applied Black Powder Coat Paint
60AAG	BDY INTG, REMOTE POWER MODULE Mounted Inside Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total; Includes 1 Switch Pack with Latched Switches
7382135444	(4) TIRE, REAR 11R22.5 Load Range H HDR2+ (CONTINENTAL), 491 rev/mile, 75 MPH, Drive
7792545437	(2) TIRE, FRONT 315/80R22.5 Load Range L HAU 3 WT (CONTINENTAL), 480 rev/mile, 68 MPH, All-Position

**Services Section:**

40128 WARRANTY Standard for HV507, HV50B, HV607 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A

\* \* \* State of NH Pricing applied \* \* \*

S/S Oil Pan



**(US DOLLAR)**

**Description**

**Price**

Net Sales Price:

\$119,500.00

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

**Approved by Seller:**

**Accepted by Purchaser:**

\_\_\_\_\_  
**Official Title and Date**

\_\_\_\_\_  
**Firm or Business Name**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Authorized Signature and Date**

**This proposal is not binding upon the seller without Seller's Authorized Signature**

\_\_\_\_\_  
**Official Title and Date**

**The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.**

**The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.**

**TOWN OF AMHERST**

Town Department: DPW

Date: February 22, 2024

Line Item DPW Vehicle & Equipment CRF

Budget Amount: 227,400.00

Bid #:                      Item: Sole Source

Date Bid To Be Awarded: February 26, 2024

<u>Vendor</u>	<u>Price</u>	<u>Total</u>	<u>Other Considerations</u>
1. Allegiance Truck, LLC	Sole Source	Not to exceed \$119,500.00	
2.			
3.			
4.			
5.			
6.			

Recommend bid be awarded to: Allegiance Truck, LLC

\_\_\_\_\_  
Signature of Town Administrator / Date

**TOWN OF AMHERST**

Town Department: DPW

Date: February 22, 2024

Line Item: DPW Vehicle & Equipment CRF

Budget Amount: \$227,400.00

Bid #: Item: Truck Body Sourcewell Pricing

Date Bid To Be Awarded: February 26, 2024

<u>Vendor</u>	<u>Price</u>	<u>Total</u>	<u>Other Considerations</u>
1. H.P. Fairfield		\$116,965.00	Sourcewell Pricing
2. Viking-Cives of Vermont		\$107,900.00	Sourcewell pricing
3.			
4.			
5.			
6.			

Recommend bid be awarded to: Viking-Cives of Vermont

\_\_\_\_\_  
Signature of Town Administrator / Date



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

**Title:** Donation to ACC

**Department:** Administration

**Meeting Date:** February 26, 2024

**Staff Contact:**

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**BACKGROUND INFORMATION:**

**BUDGET IMPACT:**

*(Include general ledger account numbers)*

**POLICY IMPLICATIONS:**

**DEPARTMENT HEAD RECOMMENDATION:**

**SUGGESTED MOTION:**

**TOWN ADMINISTRATOR RECOMMENDATION:**

**ATTACHMENTS:**

1. Donation - Joseph O'Neill - \$500



Amherst Conservation Commission  
P.O. Box 960  
Amherst, New Hampshire 03031

February 5, 2024

Joseph O'Neill  
5 Williamsburg Dr  
Amherst, NH 03031

Dear Joseph,

Thank you very much for your donation of \$500 to the Amherst Conservation Commission. Your continued support is greatly appreciated!

Sincerely,

Jared Hardner  
Chairman  
Amherst Conservation Commission

WARNING: BACKGROUND OF CHECK IS BLUE INK WITH BLACK INK. READ SPECIAL ENDORSEMENT INSTRUCTIONS ON BACK

*charles* SCHWAB

211 Main Street, San Francisco CA 94105

Bank of America  
Northbrook, IL

70-2328/719

Check: **89 81928**

\$ \*\*\*\*\*500.00\*\*\*

Date: JANUARY 19, 2024  
Memo: DONOR: JOSEPH C O'NEILL

PAY \*\*\*FIVE HUNDRED DOLLARS AND NO CENTS\*\*\*

TO THE ORDER OF AMHERST CONSERVATION COMMISSION

*Pat Blund*

CHECK VOID AFTER 180 DAYS  
Checks greater than \$5,000 require two signatures

Page 61 of 82



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

**Title:** Raffle Permit- The Rotary Club of Milford, Annual 100 Holes of Golf

**Department:** Administration

**Meeting Date:** February 26, 2024

**Staff Contact:**

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**BACKGROUND INFORMATION:**

**BUDGET IMPACT:**

*(Include general ledger account numbers)*

**POLICY IMPLICATIONS:**

**DEPARTMENT HEAD RECOMMENDATION:**

I move to approve the request for a raffle permit for the Rotary Club of Milford for the sale of raffle tickets from early March to June 14, 2024, drawing to be held at the Amherst Country Club on June 14, 2024.

**SUGGESTED MOTION:**

**TOWN ADMINISTRATOR RECOMMENDATION:**

**ATTACHMENTS:**

1. Scan\_20240212 2024 100 Holes Raffle Permit Application



## TOWN OF AMHERST, NH

2 Main Street  
Amherst, NH 0301  
Tel: (603) 673-6041 Fax: (603) 673-6794

### RAFFLE PERMIT APPLICATION

#### RAFFLE PERMIT NH RSA 287-A

*RSA 287-A allows raffles to be conducted by charitable, religious, educational charitable, civic, veteran and fraternal organizations, or political committee or party to promote the purposes for which they are organized. Tickets shall be sold only to person 16 years of age or older. Tickets must have printed on their face, the name of the organization, date, and place of the drawing, the prize(s) to be awarded and the amount of the donation. Permits are required to be issued for raffles by the Selectmen of the Town where the drawing for the prize(s) are to be held. Raffle tickets that are sold at an event lasting 12 hours or less do not need to obtain a raffle permit.*

Name of Organization: The Rotary Club of Milford NH F/B/O The Milford Rotary Club Foundation

Contact Person: Patricia MacIntyre Email Address PATTYAMAC@Comcast.net

Best phone number for contact: 603-721-1059

This license is requested for the following dates: Friday, June 14, 2024. Ticket sales will be from early March to June 14.

Where in Amherst NH will ticket sales occur? Tickets are sold throughout the local Souhegan Valley towns.

Date and Location of Drawing June 14, 2024 at the Amherst Country Club

Items to be raffled: Ten total prizes - five of \$500, one of \$750, one of \$1,000, one of \$1,250, one of \$2,000 and one  
of \$5,000.

Approved by the Amherst Board of Selectmen:

Peter Lyon, Board Chair

Danielle Pray, Vice-Chair

William Stoughton, Clerk

John D'Angelo, Member

Tom Grella, Member



# Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

**Title:** Baboosic Lake Community Septic Warrants

**Department:** Tax Collector

**Meeting Date:** February 26, 2024

**Staff Contact:** Gail Stout

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## **BACKGROUND INFORMATION:**

To approve and sign the Community Septic Warrants as follows:

Phase I	\$ 2,183.28
Phase II	\$ 2,530.90
Phase III	\$ 6,878.85
Phase iv	\$ 4,838.33

## **BUDGET IMPACT:**

*(Include general ledger account numbers)*

## **POLICY IMPLICATIONS:**

## **DEPARTMENT HEAD RECOMMENDATION:**

To approve and sign.

## **SUGGESTED MOTION:**

I move to approve and sign the Community Septic Warrants due April 1, 2024 as follows:

Phase I	\$ 2,183.28
Phase II	\$ 2,530.90
Phase III	\$ 6,878.85
Phase iv	\$ 4,838.33

## **TOWN ADMINISTRATOR RECOMMENDATION:**

## **ATTACHMENTS:**

1. Com Septic Warrants Confidential BOS 2 26 24





# Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

**Title:** Assessing

**Department:** Assessing

**Meeting Date:** February 26, 2024

**Staff Contact:**

---

## **BACKGROUND INFORMATION:**

### **BUDGET IMPACT:**

*(Include general ledger account numbers)*

### **POLICY IMPLICATIONS:**

### **DEPARTMENT HEAD RECOMMENDATION:**

### **SUGGESTED MOTION:**

#### **Veteran Tax Credit**

**Item A.** The attached Veteran Tax Credit Application has been reviewed and the applicant qualifies for the Tax Credit under RSA 72:28 for the 2024 tax year.

#### **Suggested Motion:**

The attached application has been reviewed by our Assessor and our Assessor recommends granting this credit. Therefore, I move to approve the Veteran Tax Credit for Map 004, Lot 052-047 commencing in Tax Year 2024.

**Item A-1.** The attached Veteran Tax Credit Application has been reviewed. The applicant qualifies for the Tax Credit under RSA 72:28 for the 2024 tax year. There are two eligible veterans that reside in this household.

#### **Suggested Motion:**

The attached application has been reviewed by our Assessor and our Assessor recommends granting this credit. Therefore, I move to approve the Veteran Tax Credit for Map 003, Lot 001-000 commencing in Tax Year 2024.

**Item A-2.** The attached Veteran Tax Credit Application has been reviewed and the applicant qualifies for the Tax Credit under RSA 72:28 for the 2024 tax year. There are two eligible veterans that reside in this household.

#### **Suggested Motion:**

The attached application has been reviewed by our Assessor and our Assessor recommends granting this credit. Therefore, I move to approve the Veteran Tax Credit for Map 003, Lot 001-000 commencing in Tax Year 2024.

**Item A-3.** The attached Veteran Tax Credit Application has been reviewed and the applicant qualifies for the Tax Credit under RSA 72:28 for the **2025** tax year.

**Suggested Motion:**

The attached application has been reviewed by our Assessor and our Assessor recommends granting this credit. Therefore, I move to approve the Veteran Tax Credit for Map 003, Lot 079-000-009 commencing in Tax Year **2025**.

**Item A-4.** The attached Veteran Tax Credit Application has been reviewed and the applicant qualifies for the Tax Credit under RSA 72:28 for the 2024 tax year.

**Suggested Motion:**

The attached application has been reviewed by our Assessor and our Assessor recommends granting this credit. Therefore, I move to approve the Veteran Tax Credit for Map 008, Lot 034-000 commencing in Tax Year 2024.

**Item A-5.** The attached Veteran Tax Credit Application has been reviewed and the applicant qualifies for the Tax Credit under RSA 72:28 for the 2024 tax year.

**Suggested Motion:**

The attached application has been reviewed by our Assessor and our Assessor recommends granting this credit. Therefore, I move to approve the Veteran Tax Credit for Map 004, Lot 060-013 commencing in Tax Year 2024.

**Solar Exemption**

**Item B.** The attached solar exemption application provided has been reviewed and the applicant qualifies for the Tax Credit under RSA 72:62 for the 2024 tax year.

**Suggested Motion:**

Our Assessor has reviewed the application for the solar exemption under RSA 72:62 and recommends approval. Therefore, I move to approve the solar exemption in the amount of \$17,500 for Map 002, Lot 125-008 commencing in tax year 2024.

**TOWN ADMINISTRATOR RECOMMENDATION:**

**ATTACHMENTS:**

1. Item A Confidential

2. Item A-1 Confidential
3. Item A-2 Confidential
4. Item A-3 Confidential
5. Item A-4 Confidential
6. Item A-5 Confidential
7. Item B Confidential



# Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

**Title:** AP and Minutes  
**Meeting Date:** February 26, 2024

**Department:** Administration  
**Staff Contact:**

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## **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) Accounts Payable Manifest in the amount of 4,997.93 dated February 6, 2024, subject to review and audit. (Vendors)

AP2 ~ I move to approve one (1) Accounts Payable Manifest in the amount of \$614,913.61 dated February 12, 2024, subject to review and audit. (Vendors)

Minutes

- ~ I move to approve the Board of Selectmen meeting minutes of February 5, 2024.
- ~ I move to approve the Board of Selectmen meeting minutes of February 7, 2024.
- ~ I move to approve the Board of Selectmen meeting minutes of February 12, 2024.

### **TOWN ADMINISTRATOR RECOMMENDATION:**

### **ATTACHMENTS:**

1. 2024.02.05 BOS\_DRAFT - WRS Tracked Changes
2. 2024.02.07 BOS\_DRAFT
3. 2024.02.12 BOS\_DRAFT - WRS Tracked Changes



**Town of Amherst, NH**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**Barbara Landry Meeting Room**  
**2 Main Street**  
**Monday, February 5, 2024, 4:00PM**

1 Attendees: Chairman Peter Lyon, Selectman Bill Stoughton, Selectman John D'Angelo,  
2 Selectman Danielle Pray, and Selectman Tom Grella

3  
4 **1. Call to Order**

5 Chairman Peter Lyon called the meeting to order at 4:04 p.m.

6  
7 **2. Pledge of Allegiance** – led by Chairman Lyon.

8  
9 **3. Citizens Forum**

10  
11 None at this time.

12  
13 **4. Administration**

14 **4.1 Vote, Pursuant to New Hampshire RSA 41:14-a, Acquisition or Sale of Land,**  
15 **Buildings, or Both; Demolition or Disposal of Buildings**

16  
17 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman D'Angelo to*  
18 *approve the purchase of land designated as Map 25-29 on the terms and as more particularly*  
19 *set forth in the Agreement and Release for said lot, to confirm that the Town has successfully*  
20 *completed the process described by RSA 41:14-A, and to confirm that the Town of Amherst is*  
21 *authorized to undertake all its obligations set forth in the Agreement and Release with respect*  
22 *to Map 25 Lot 29.*

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

24  
25 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
26 *approve the acceptance of three easements: for a trail, trail access, and drainage*  
27 *confirmation, on Lots 3-60-2 and 3-60-3, as set forth in the easement documents, and to*  
28 *confirm that the Town has successfully completed the process described by RSA 41:14-A, and*  
29 *to confirm that the Town of Amherst is authorized to undertake all its obligations set forth in*  
30 *the easement documents.*

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

32  
33 **4.2. Discussion of Stormwater Article**

34  
35 The Board reviewed the revised language, and all agreed to move forward with it.

36  
37 **4.3. Possible Discussion of Deliberative Session**

39 The Board discussed that there may be additional funding available in the budget due to a  
40 correction on the timing of certain bond payments. Debbie Bender noted that there may be  
41 approximately \$100,000 of additional funding in the budget, but that she also need to factor in  
42 closing costs and attorney fees for a recent land acquisition.

43

44 Selectman D'Angelo stated that his preference would be to add the additional funds into the  
45 employee COLA amount for this year.

46

47 Selectman Pray stated that she believes the additional funds should be given back to the  
48 taxpayers and that this could be done at Deliberative Session.

49

50 Town Administrator Shankle noted that he has heard no complaints from the employees  
51 regarding the currently proposed COLA amount.

52

53 Selectman Stoughton noted that the Board should also consider that some funds will need to  
54 be held over for refinancing. He stated that he believes the Board has done right by the  
55 Town's employees this year in terms of the COLA amount and the retirement plan and does  
56 not believe more needs to be added to this at this time.

57

58 Selectman Pray stated that she believes the Board should at least alert the taxpayers to this  
59 additional funding during Deliberative Session.

60

61 Selectman D'Angelo stated that he may restate his position regarding these funds at the  
62 Deliberative Session. Chairman Lyon explained that it would be unfair to misrepresent all of  
63 the favorable decisions that the Board has made for the Town employees this year. Selectman  
64 D'Angelo agreed that the Board has done a lot, but the Town is still just catching up to fellow  
65 communities but not getting ahead of them.

66

67 Town Administrator Shankle suggested moving the additional funding to the legal fees budget  
68 line item.

69

70 Selectman Stoughton noted that the Board has a good record of giving back any extra funding  
71 in the budget to taxpayers at the end of the year.

72

## 73 **5. Action Items**

74

75 The Board agreed to review its action items at the next meeting.

76

## 77 **6. Old/New Business**

78

79 Selectman D'Angelo stated that the Amherst School District is holding its Deliberative  
80 Session this evening at 6pm. The Souhegan School District is holding its Deliberative Session  
81 tomorrow at 6pm, and the Town is holding its Deliberative Session on Wednesday at 7pm.

82

## 83 **7. Adjournment**

84

85 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Stoughton to*  
86 *adjourn the meeting at 4:32pm.*  
87 *Vote: 5-0-0; motion carried unanimously.*

88

89 **NEXT MEETING: February 7, 2024, Town Deliberative Meeting**

90

91

92

\_\_\_\_\_  
*Selectman Bill Stoughton*

\_\_\_\_\_  
*Date*



**Town of Amherst, NH**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**Souhegan High School Auditorium**  
**Wednesday, February 7, 2024, 6:30 PM**

1 Attendees: Chairman Peter Lyon, Selectman Bill Stoughton, Selectman John D'Angelo,  
2 Selectman Danielle Pray, and Selectman Tom Grella

3

4 **1. Call to Order**

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

6

7 **2. Annual Town Meeting Deliberative Session**

8 The Board discussed final preparations for the Deliberative Session.

9

10 The Board recessed at 6:45 pm for the Deliberative Session.

11

12 The Board reconvened at 9:15 pm following the adjournment of the Deliberative Session  
13 (Selectman D'Angelo absent).

14

15 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Pray to reduce*  
16 *the FY25 Default Budget by \$100,000, from \$16,471,990 to \$16,371,990, to correct the*  
17 *amount of the long-term debt increases included in the Default Budget.*

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

19

20 **3. Adjournment**

21 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Pray to*  
22 *adjourn the meeting at 9:25 pm.*

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

24

25

26

27

\_\_\_\_\_  
*Selectman Bill Stoughton*

\_\_\_\_\_  
*Date*





**Town of Amherst, NH**  
**BOARD OF SELECTMEN MEETING MINUTES**  
**Barbara Landry Meeting Room**  
**2 Main Street**  
**Monday, February 12, 2024, 6:00PM**

1 Attendees: Chairman Peter Lyon, Selectman Bill Stoughton, Selectman John D'Angelo,  
2 Selectman Danielle Pray, and Selectman Tom Grella

3

4 **1. Call to Order**

5 Chairman Peter Lyon called the meeting to order at 6:00 p.m.

6

7 **2. Pledge of Allegiance – led by Police Chief Ciampoli.**

8

9 **3. Badge Ceremony**

10 Police Chief Ciampoli led a ceremony celebrating the promotions of Captain Derek Mahoney,  
11 Sergeant Justin Gerome, Sergeant Kevin Kelly, and Berry (K-9). A pinning ceremony by  
12 family members followed administration of the oath of office by Town Clerk, Nancy Demers.

13

14 *The Board took a brief recess to host the ceremony reception until 6:36pm.*

15

16 **4. Board Appointment**

17 **4.1. Thomas Murphy, Recreation Commission, Term ending 2027**

18

19 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Pray to*  
20 *appoint Thomas Murphy to the Recreation Commission for a term ending 2027.*

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

22

23 **5. Citizens Forum**

24

25 None at this time.

26

27 **6. Scheduled Appointments**

28 **6.1. NRPC/DPW Presentation of Amherst Roadwork Plan**

29

30 Eric Slosek, DPW Director, and Tyrel Borowitz, NRPC, presented on the Road Surface  
31 Management System project. Mr. Borowitz explained that NRPC drove all the roads in  
32 Amherst that the Town is responsible for maintaining to consider various aspects of the roads.  
33 Of the approximately 115 miles of Town-maintained roads, 46% were in excellent condition  
34 and 27% were in poor condition. NRPC and DPW then discussed two different scenarios:  
35 rebuilding roads in poor condition and cost-effectively using the budget to keep excellent  
36 roads in excellent condition or repairing the worst roads first and focusing the budget on the  
37 bad roads. DPW Director Slosek noted that the DPW has been working under a worst roads  
38 first for some of the past years. However, more roads will be repaired under the balanced

39 approach than the worst-first approach. Mr. Borowitz explained that the worst-first approach  
40 means chasing the roads that continue to fall into disrepair, leading to increased costs per mile  
41 over time. DPW Director Slosek explained that it is most cost effective to spend money when  
42 the road is still in fairly good condition, than waiting until it is in disrepair.

43

44 Mr. Borowitz stated that crack sealing is one of the best techniques to use on roads to keep  
45 them in good shape. The roads are one of the Town's most expensive assets and cannot be  
46 neglected.

47

48 Selectman Stoughton asked if there are recommendations from this study. DPW Director  
49 Slosek stated that the recommendation is to pause, consider the information, and wait another  
50 five years to reevaluate the roads to see how much the budget needs to be changed, if any.  
51 Selectman Stoughton noted that the proposal is to increase the budget by \$100,000 each year  
52 until the budget line reaches \$1.7M, at which time it will remain flat. He stated that he does  
53 not like sticking with a plan that leaves the Town worse off 5-10 years from now, although the  
54 cost of changing this is yet unclear.

55

56 Selectman Grella asked about the mix of salt/sand during winter treatment and how it impacts  
57 the condition of the roads. DPW Director Slosek stated that he believes the method has helped  
58 roads overall.

59

60 Selectman D'Angelo stated that it appears the originally set seven-year Road Plan will not  
61 achieve the original goal of 90% good/excellent/fair roads in Town. Capping the budget at  
62 \$1.7M will also likely lead to deterioration in the end. He asked what it will cost to get to the  
63 original figure of 90% within the next 4-6 years. If that is cost-prohibitive, he asked what  
64 maximum figure could be achieved. He expressed disappointment that unless the budget is  
65 increased there will be a slow deterioration of the roads over the next 5-10 years.

66

67 In response to a question from Selectman D'Angelo, Mr. Borowitz stated that most towns in  
68 the NRPC region have a budget of around 50%-60% of the annual depreciation value of the  
69 roads.

70

71 Selectman Pray asked if there is a standard that NRPC likes to see. Mr. Borowitz stated that  
72 this depends on the town, how expansive their network is, and the condition of their network  
73 at the time of assessment.

74

75 Chairman Lyon stated that he believes good progress has been made on the roads in the last  
76 10 or so years and he would like to see this progress continue. He stated that he looks forward  
77 to hearing during the Strategic Plan process about how to potentially implement the  
78 recommendations.

79

## 80 **7. Administration**

### 81 **7.1 Administrative Updates**

82

83 Town Administrator Shankle explained that Sanborn Head will be sending out a new report to  
84 DES soon regarding the PFAS item on Thornton Ferry Road I. He noted that the Town has

85 received the deed for 34 West Street. The Board could sign off on this, while holding it in  
86 escrow pending receipt of payment and a signed release.

87  
88 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to sign*  
89 *the deed, contingent upon receipt of payment and the signed release.*  
90 *Vote: 5-0-0; motion carried unanimously.*

91  
92 **7.2. Discussion of Deliberative Meeting**

93  
94 Chairman Lyon suggested that the Board review its vote on the operating budget, due to  
95 disagreement on the budget motions made during the Deliberative Session. He asked for a  
96 show of hands regarding which Board members are in favor of the budget as amended. All  
97 Board members indicated their support.

98  
99 **7.3. BOS Action Items**

100 The Board reviewed its list of action items.

101  
102  
103 Regarding improved cell service in the Village, Chairman Lyon explained that this item was  
104 discussed with a company that erects towers while leasing space to cell carriers. There was  
105 interest on behalf of the company to build a tower at the emergency services complex. This  
106 would cost the Town nothing out of pocket to erect. The company would then allow the Town  
107 a long-term lease on the top 10' of the tower. Chief Ciampoli noted that a representative from  
108 the company reviewed three potential spots on the site.

109  
110 Selectman D'Angelo asked how much cell service would improve for those in Town. Chief  
111 Ciampoli stated that most individual carriers want to lease space on a pole, and it is likely that  
112 they will be interested in this opportunity. This would drastically improve service for most in  
113 the Village area. A second tower may be needed in order to improve service throughout  
114 Town.

115  
116 There was discussion regarding talking to Sanborn Head about the potential location for the  
117 tower on the site. There was also discussion regarding speaking with the Town attorney  
118 regarding the potential lease terms.

119  
120 **8. Staff Reports**

121 **8.1. New Hire - Parks and Recreation Department - Regular Part-Time Grounds**  
122 **Keeper Position**

123 Chairman Lyon explained that the Department would like to hire Arthur McCann as the  
124 regular part-time Groundskeeper. This position has been vacant since the end of the summer  
125 of 2023. Due to Mr. McCann's experience, the suggestion is to hire him at Grade 4 Step 10  
126 (FY24 Step 10).

127  
128 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to hire*  
129 *Arthur McCann as the regular part-time Groundskeeper at Grade 4 Step 10 at \$24.45 per*  
130 *hour.*

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

132

### 133 **8.3. Highway Safety Grant Award Amendment**

134 The Board reviewed amended grant paperwork for the FY24 Amherst Police Department  
135 Highway Safety Grant, which increases the amount from \$11,600 to \$23,214.70. This grant  
136 will allow for the purchase of two new radars and two mobile data terminals with a minimum  
137 75% reimbursement.

138

139 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
140 *accept the amendments to the FY24 Amherst Police Department Highway Safety Grant as*  
141 *proposed by the Chief and authorizing the Chair to sign the associated documentation.*

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

143

### 144 **8.4. New Hire Dispatch- Noah Saunders**

145

146 Police Chief Ciampoli explained that Noah Saunders recently participated in a selection  
147 process for a communications specialist. He will be filling the anticipated full-time vacancy of  
148 Noemi Goohs, who will transition to part-time on February 18<sup>th</sup>.

149

150 *A MOTION was made by Selectman Pray and SECONDED by Selectman Stoughton to accept*  
151 *the appointment of Noah Saunders to the position of Communications Specialist effective*  
152 *February 19, 2024 at Grade 6/Step5 which is \$25.13.*

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

154

### 155 **8.5. New Hire Police**

156

157 Police Chief Ciampoli stated that Marc Frederick is currently employed by the New Ipswich  
158 Police Department as a Patrol Officer. His employment contract with New Ipswich will  
159 terminate the first week of March and he intends to start at the Amherst Police Department on  
160 March 11, 2024.

161

162 The Board discussed proposed changes to the contract associated with this hire. The Board  
163 agreed to allow the changes to be worked out by Staff.

164

165 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman D'Angelo to*  
166 *accept the appointment of Marc Frederick effective March 11, 2024, to the position of*  
167 *Patrolman at Police Union Grade 9/Step 4 of \$30.10.*

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

169

### 170 **8.2. DPW- Stormwater Utility update**

171 DPW Director Slosek stated that the DPW seeks direction from the Board regarding the MS4  
172 Stormwater Utility item. The DPW advocates for the development of a stormwater utility as  
173 the funding mechanism to pay for MS4 compliance in Amherst. There are costs associated  
174 with the development of questions and answers necessary to make informed decisions on this  
175 matter. A first critical step is to conduct an impervious surface parcel analysis of all properties  
176 in Town, and to use this information to develop a rate structure. The Town's engineer sent a

177 proposal for this work. Without this information, the DPW will not be able to assess the  
178 viability of the funding mechanism. The engineer submitted a cost proposal for these tasks  
179 which was presented to the Board on December 4<sup>th</sup> for \$18,513.00. The Board decided that  
180 the DPW should consider reducing this expense by utilizing NRPC for the GIS component of  
181 the proposal. The DPW has since received a quote for the GIS services from NRPC, and an  
182 updated quote from Weston & Sampson removing the GIS component. The updated combined  
183 quotes total \$13,390 to complete these tasks.  
184

185 In response to a question from Selectman Stoughton, DPW Director Slosek stated that there is  
186 funding for this within his budget. Selectman Stoughton noted that this information is needed  
187 but the end decision may be that the funding mechanism may still be best done through  
188 taxation versus a stormwater utility.  
189

190 Selectman Pray asked if the impervious surface data is needed in addition to for the rate  
191 structure proposal only. DPW Director Slosek stated that it would be useful data to have, but  
192 he is not sure how it would be used toward MS4 compliance. Selectman Stoughton stated that  
193 he believes one requirement of the MS4 permit is that the Town has to inventory at least the  
194 Town-owned impervious surfaces.  
195

196 Selectman Pray stated that she is unclear if she wants to move forward with the funding for  
197 the development of associated stormwater rate structures. DPW Director Slosek stated that  
198 DPW believes this is the most fair and equitable way to fund MS4 compliance. If the Board is  
199 interested in considering the rate structure, this information would be helpful to make a more  
200 informed decision. NRPC is not able to complete the rate structure analysis. Selectman Pray  
201 stated that she believes NRPC should be able to give a basic breakdown of some of the  
202 information to get a sense of the impervious surfaces for commercial versus residential areas  
203 in Town, prior to voting for the funding of the development of associated stormwater rate  
204 structures.  
205

206 Town Administrator Shankle suggested doing the impervious parcel analysis first before  
207 determining if the Board would like to move forward with funding the development of  
208 associated stormwater rate structures. DPW Director Slosek agreed that these were intended to  
209 be separate steps.  
210

211 *A MOTION was made by Selectman Pray and SECONDED by Selectman D'Angelo to accept*  
212 *a proposal from NRPC in the amount of \$3,500.00, to complete an impervious parcel analysis*  
213 *of Amherst properties.*

214 *Vote: 5-0-0; motion carried unanimously.*  
215

## 216 **9. Approvals**

### 217 **9.1. Town Common Request: AJWC Easter Egg Hunt**

218  
219 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
220 *approve the request for use of the Common for the AJWC Easter Egg Hunt on March 23,*  
221 *2024, from 8am-12pm.*

222 *Vote: 5-0-0; motion carried unanimously.*  
223

224 **9.2. Assessing**

225  
226 **Current Use Application**

227 **Item A.**

228 The Assessor has reviewed the application and determined the applicant qualifies for one acre  
229 to be placed in Current Use under RSA 79-A and CUB 304.01 and recommends approval.  
230 This lot is contiguous with Map 003, Lots 060-002, and 060-003.

231  
232 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
233 *approve the Current Use application for Map 003, Lot 061-001 commencing in Tax Year*  
234 *2024.*

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

236  
237 **Solar Exemption Application**

238 **Item B.**

239 The Assessor has reviewed the application for the solar exemption under RSA 72:62 and  
240 recommends approval.

241  
242 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
243 *approve the solar exemption in the amount of \$20,000 for Map 002 Lot 163-062 commencing*  
244 *in tax year 2024.*

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

246  
247 **Veteran, All Service, Service-Connected Disability Tax Credit**

248 **Item D.**

249 The attached application has been reviewed by the Assessor and the Assessor recommends  
250 granting this credit.

251  
252 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
253 *approve the All-service Veteran Tax Credit for Map 007, Lot 017-035 commencing in Tax*  
254 *Year 2024.*

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

256  
257 **Item D-1.**

258 The attached application has been reviewed by the Assessor and the Assessor recommends  
259 granting this credit.

260  
261 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
262 *approve the Veteran Tax Credit for Map 005, Lot 025-006 commencing in Tax Year 2024.*

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

264  
265 **Item D-2.**

266 The Assessor has reviewed the application for the Service-Connected Total Disabled Tax  
267 Credit under RSA 72:35 and recommends approval.

269 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
270 *approve the Service-Connected Total Disabled Tax Credit for Map 005, Lot 025-006*  
271 *commencing in tax year 2024.*  
272 *Vote: 5-0-0; motion carried unanimously.*

273

274 **Item D-3.**

275 The attached application has been reviewed by the Assessor and the Assessor recommends  
276 granting this credit.

277

278 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
279 *approve the Veteran Tax Credit for Map 004, Lot 124-001 commencing in Tax Year 2024.*  
280 *Vote: 5-0-0; motion carried unanimously.*

281

282 **Item D-4.**

283 The Assessor has reviewed the application for the Service-Connected Total Disabled Tax  
284 Credit under RSA 72:35 and recommends approval.

285

286 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
287 *approve the Service-Connected Total Disabled Tax Credit for Map 005, Lot 070-000*  
288 *commencing in tax year 2024.*  
289 *Vote: 5-0-0; motion carried unanimously.*

290

291 **Item D-5.**

292 The attached application has been reviewed by the Assessor and the Assessor recommends  
293 granting this credit.

294

295 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
296 *approve the Veteran Tax Credit for Map 005, Lot 070-000 commencing in Tax Year 2025.*  
297 *Vote: 5-0-0; motion carried unanimously.*

298

299 **Item D-6.**

300 The Assessor has reviewed the application for the Service-Connected Total Disabled Tax  
301 Credit under RSA 72:35 and recommends approval.

302

303 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
304 *approve the Service-Connected Total Disabled Tax Credit for Map 004, Lot 112-018*  
305 *commencing in tax year 2024.*  
306 *Vote: 5-0-0; motion carried unanimously.*

307

308 **Item D-7.**

309 The attached application has been reviewed by the Assessor and the Assessor recommends  
310 granting this credit.

311

312 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman Grella to*  
313 *approve the Veteran Tax Credit for Map 002, Lot 166-054 commencing in Tax Year 2024.*  
314 *Vote: 5-0-0; motion carried unanimously.*

315

316 **9.3. AP, Payroll, Minutes**

317

318 **Payroll**

319 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to*  
320 *approve one (1) Payroll Manifest in the amount of \$269,909.40 dated January 25, 2024,*  
321 *subject to review and audit.*

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

323

324 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to*  
325 *approve one (1) Payroll Manifest in the amount of \$258,774.68 dated February 8, 2024,*  
326 *subject to review and audit.*

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

328

329 **Accounts Payable**

330 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to*  
331 *approve one (1) Accounts Payable Manifest in the amount of \$33,673.15 dated January 16,*  
332 *2024, subject to review and audit. (NH DMV)*

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

334

335 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to*  
336 *approve one (1) Accounts Payable Manifest in the amount of \$31,488.74 dated February 1,*  
337 *2024, subject to review and audit. (NH DMV)*

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

339

340 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to*  
341 *approve one (1) Accounts Payable Manifest in the amount of \$381,536.89 dated February 1,*  
342 *2024, subject to review and audit. (Vendors)*

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

344

345 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Pray to*  
346 *approve one (1) Accounts Payable Manifest in the amount of \$3,149,219.00 dated February 1,*  
347 *2024, subject to review and audit. (Schools)*

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

349

350 **Minutes**

351 *A MOTION was made by Selectman Stoughton and SECONDED by Selectman D'Angelo to*  
352 *approve the Board of Selectmen meeting minutes of January 22, 2024.*

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

354

355 **10. Action Items**

356

357 The Board reviewed potential new action items.

358

359 **11. Old/New Business**

360

361 *A MOTION was made by Selectman Grella and SECONDED by Chairman Lyon that the*  
362 *Town send an invoice to the German Market for services supplied by the Amherst Department*



363 of Public Works for \$3,007 and the Amherst Fire Rescue for \$2,080 during the December 9,  
364 2023, weekend.

365

366 Discussion:

367 Selectman Grella stated that a number of citizens asked if the Town made any money from the  
368 Amherst German Christmas Market and asked why the Town allowed for it to occur. He does  
369 not like to see budget funding supporting this type of item. The Department's need to be made  
370 whole for their service to the public good for this event.

371

372 Chairman Lyon stated that the Board previously discussed whether to bill for these fees. The  
373 Board found it would be appropriate for them to be billed for but, as it was not part of the  
374 original agreement, thought it would be difficult to do so.

375

376 Town Administrator Shankle explained that he has not been provided copies of the German  
377 Christmas Market's non-profit financial information, as previously requested. If a bill is sent  
378 to them, maybe this would open the conversation.

379

380 In response to a question from Selectman Pray, DPW Director Slosek explained that the DPW  
381 costs included 53 hours of labor and equipment usage. Selectman Pray expressed interest in  
382 the breakdown of the DPW and Fire Rescue bills for the event.

383

384 Chairman Lyon stated that he does not believe the Town should foot the bill for this event.  
385 However, this was not made clear to the German Christmas Market in the first place. There is  
386 a difference that should be considered between damages made within the Village from the  
387 event and other billed services.

388

389 In response to a question from Selectman Stoughton, Chairman Lyon stated that he believes  
390 the Town would seek reimbursement from anyone who held an event and damaged Town  
391 property. DPW Director Slosek stated that he reviewed damage to Town property after the  
392 event and the Civil War Common may have had ruts from vehicles. This could have occurred  
393 from those attending the event and not necessarily anyone directly associated with the event.  
394 The damage was mostly negligible and could be handled by minor raking and maintenance.

395

396 Selectman D'Angelo stated that there was no indication given that the organizers would be  
397 billed for DPW or Fire Rescue hours and to do so after the fact seems a bit low class. It can  
398 be made clear in the future that this would occur.

399

400 In response to a question from Selectman Stoughton, DPW Director Slosek stated that a week  
401 before the event it became clear this would be a significant event. The DPW, Fire, and Police  
402 Departments met to discuss what would be needed to make the event safe. The German  
403 Christmas Market organizers were not directly involved in those meetings.

404

405 Selectman Pray stated that she would like this motion to be run by Town Counsel. The Board  
406 agreed to table this item until hearing from Town Counsel.

407

408 Selectman Grella tabled this motion in order to hear from Town Counsel first.

409

410  
411  
412  
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415  
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423  
424  
425  
426  
427  
428  
429

*A MOTION was made by Selectman Grella that the Amherst Department of Public Works be paid \$3,007 and the Amherst Fire Rescue be paid \$2,080 for service at the German Market from the Town Contingency Fund.*

*Selectman Grella also tabled the motion in order to hear from Town Counsel first.*

Selectman D'Angelo stated that the SAU39 Board is meeting on February 19, 2024, at 6pm at Souhegan High School.

**12. Adjournment**

*A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Stoughton to adjourn the meeting at 8:39pm.*

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

**NEXT MEETING: February 26, 2024**

\_\_\_\_\_  
*Selectman Bill Stoughton*

\_\_\_\_\_  
*Date*