



Town of Amherst, NH
BOARD OF SELECTMEN AGENDA
Barbara Landry Meeting Room, 2 Main Street
MONDAY, MARCH 2, 2026 6:30 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Citizens' Forum**
- 4. Scheduled Appointments**
 - 4.1. Public Input Session — Proposed 4-Way Stop Sign at the intersection of Route 122 and Merrimack Road
- 5. Administration**
 - 5.1. Town Administrator Update
- 6. Staff Reports**
 - 6.1. Fire and EMS - Update on Grant Opportunities
- 7. Consent Agenda**
 - 7.1. Finance Manifests
- 8. Other Approvals**
 - 8.1. Application and Permit for Wholesale/Retail Sales of Permissible Fireworks- Apex (Elite) Fireworks LLC
 - 8.2. Raffle Permit Request - Milford Rotary
 - 8.3. Request for Town Common - Annual Memorial Day Parade
 - 8.4. Minutes
- 9. New Action Items**
- 10. Old/New Business**

11. **Non-Public Session, pursuant to RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.**

12. **Non-Public Session, pursuant to RSA 91-A:3 II (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.**

Adjournment

Next Meeting: March 9, 2026

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

You are invited to a Zoom webinar: March 2, 2026 06:30 PM Eastern Time
Topic: BOS Meeting 2/23/2026
<https://us02web.zoom.us/j/85412653838>
Join via audio: +1 646 558 8656
Webinar ID: 854 1265 3838



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Input Session — Proposed 4-Way Stop Sign at the intersection of Route 122 and Merrimack Road

Department: Administration

Meeting Date: March 2, 2026

Staff Contact: Lincoln Daley, Eric Slosek

BACKGROUND INFORMATION:

Background

This session is intended to inform residents, present relevant background information, and solicit community input on proposed safety improvements at the intersection of NH Route 122 and Merrimack. The discussion follows prior coordination with the New Hampshire Department of Transportation (NHDOT) concerning ongoing safety and operational issues at the intersection.

The intersection of NH Route 122 and Merrimack Road is currently scheduled for long-term improvement under NHDOT Project 44227. This project was incorporated into the State Ten-Year Transportation Plan in 2025 and is presently programmed for construction in 2034. The project carries an allocated budget of \$3 million and is designed to implement comprehensive intersection upgrades, including pedestrian and bicycle accommodations.

While the planned project is expected to provide significant long-term benefits, increasing safety and operational concerns at the intersection have prompted the Town to evaluate potential interim measures. Recent crash activity, coupled with observed driver behavior patterns, has heightened concerns regarding existing traffic conditions.

Key issues identified at the intersection include elevated vehicle speeds along NH Route 122, instances of impatience and risky turning movements originating from Merrimack Road, sight distance constraints associated with roadside vegetation, and broader concerns related to crash history and driver behavior.

In light of these conditions, Town officials engaged with NHDOT Highway Safety, Maintenance, and Traffic staff to review available short-term safety strategies that could be implemented prior to the full project schedule.

Proposed Interim Countermeasure

The primary short-term safety measure under consideration is the conversion of the intersection from its current two-way stop control configuration to all-way stop control

(AWSC). This potential modification is intended to address identified operational and safety concerns by altering intersection control dynamics and reducing conflict risks.

The public input session will provide an opportunity for residents to review the proposal, ask questions, and offer feedback prior to any formal decision-making.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. public_input_meeting_materials_-_intersection_of_rte.122_and_merrimack_road

Request for Public Comments

NH Route 122 at Merrimack Road – Proposed Safety Improvements

Board of Selectmen Meeting
February 23, 2026 @ 6:30 pm
Amherst Town Hall

The Amherst Board of Selectmen will hold a public input session on **February 23, 2026**, to receive public input regarding proposed safety improvements at the intersection of **NH Route 122 and Merrimack Road**.

This input session follows prior discussions with the New Hampshire Department of Transportation (NHDOT) concerning ongoing operational and safety concerns at this location.

Background

The intersection of NH 122 and Merrimack Road is currently programmed for future improvement under **NHDOT Project 44227**, which was added to the State Ten-Year Transportation Plan in 2025 and is presently scheduled for construction in 2034. The project is funded at \$3 million and is intended to provide intersection improvements, including pedestrian and bicycle accommodations.

However, growing safety and operational concerns—exacerbated by recent crashes—prompted Town officials to request consideration of interim countermeasures prior to full project implementation.

Concerns identified include:

- Vehicle speeds on NH 122
- Impatience and risky turning maneuvers from Merrimack Road
- Sight distance limitations due to vegetation
- Overall crash history and driver behavior patterns

In response, the Town met with NHDOT Highway Safety, Maintenance, and Traffic staff to evaluate short-term safety options.

Proposed Interim Countermeasure: All-Way Stop Control (AWSC)

The primary short-term safety counter-measure under consideration is converting the intersection from two-way stop control to **all-way stop control (AWSC)**.

Why Consider All-Way Stop Control?

Federal guidance (Manual on Uniform Traffic Control Devices – MUTCD) identifies factors supporting AWSC, including:

- Traffic volumes on all approaches

- Approach speeds
- Sight distance
- Crash experience
- Yield behavior of drivers

Traffic data presented by NHDOT indicates:

- NH 122 (south approach): approximately **7,034 vehicles per day**
- Merrimack Road (east approach): approximately **1,970 vehicles per day**

Recent 85th percentile speeds on NH 122 are approximately **43 mph in a 35-mph zone**.

Evidence from Other States and New Hampshire

NHDOT’s review included national and in-state experience with similar intersections.

National Experience:

- **North Carolina** reported:
 - 68% reduction in total crashes
 - 77% reduction in fatal and injury crashes
 - 75% reduction in frontal impact crashes
 - Benefit-to-cost ratio of 83:1
- **Delaware** reported significant reductions in crashes, including:
 - 57% reduction in total crashes
 - 82% reduction in injury crashes
 - 100% reduction in fatal crashes at studied intersections

Both states received national recognition for their roadway safety initiatives.

New Hampshire Examples:

Recent conversions in Gilmanton, Franconia, Chester, Lempster, and other communities have demonstrated meaningful crash reductions.

For example, at NH 107/NH 140 in Gilmanton:

- Before AWSC: 26 crashes over 5.67 years (4.6/year), 9 injuries
- After AWSC: 6 crashes over 4.33 years (1.4/year), 0 injuries

While some initial public skepticism is common, post-implementation feedback in other communities has generally been positive.

Pros and Considerations

Potential Benefits:

- Promotes safer speeds on NH 122
- Requires all drivers to stop, reducing angle and high-speed collisions
- Improves pedestrian safety environment
- Largely mitigates sight distance limitations
- Can be implemented quickly

Considerations:

- Requires short-term driver adjustment
- May introduce delay on NH 122
- Full compliance may take time

Implementation and Public Notification

If implemented, NHDOT would provide substantial advance warning and enhanced visibility measures, including:

- Portable changeable message signs 1–2 weeks in advance stating “TRAFFIC CHANGE SOON / ALL WAY STOP”
- Continued message display for approximately one month after activation
- “NEW” panels and bright orange flags on STOP and STOP AHEAD signs for up to one year
- STOP and STOP AHEAD signs placed on both left and right sides of each approach
- “ALL WAY” plaques under each STOP sign
- Updated overhead intersection beacon displaying red beacons for all approaches

What Is Expected of the Board of Selectmen?

While the NHDOT Commissioner has statutory authority to regulate state highways, NHDOT has indicated it is best practice to receive concurrence from the local governing body.

At the February 23rd public input session, the Board will consider whether to formally communicate support for implementing all-way stop control at this intersection as an interim safety countermeasure.

Timeline

If supported by the Town:

- NHDOT is developing a **statewide systemic project of up to 20 intersections** to be advertised this spring, with construction completed in calendar year 2026.
- If not included in that systemic contract, the intersection could potentially be implemented through NHDOT Operations work plans this summer, subject to resource availability.

If not supported:

- No immediate short-term action would be taken.
- The Town, in coordination with NHDOT and Nashua Regional Planning Commission, would continue advancing Project 44227 through the standard alternatives analysis process.

Importantly, implementation of all-way stop control would **not jeopardize the planned 44227 intersection project**, which will still undergo a full alternatives evaluation.

Public Participation

Residents, business owners, and stakeholders are encouraged to attend the February 23, 2026, Board of Selectmen meeting at Amherst Town Hall to:

- Learn more about the proposed change
- Ask questions of Town representatives
- Provide input prior to any Board action

Public safety, operational efficiency, and long-term planning considerations will all be part of the discussion.

Amherst: NH 122 at Merrimack Road

Discussion of safety concerns and possible countermeasures, including all-way stop

January 26, 2026



NH Department Of Transportation



OUR MISSION

Serving and connecting New Hampshire through transportation

OUR VISION

A safe, reliable, connected, and multimodal transportation system, effectively managed by a dedicated and skilled workforce



Why are we here?

- Background
 - Amherst, 44227
 - Ongoing safety and operational concerns prompted request for intermediate improvements
- Discussion of all-way stop control (AWSC) as a safety countermeasure
 - North Carolina and Delaware experience
 - Recent AWSC implementation in New Hampshire
 - AWSC at subject intersection?
- Discussion/Questions

Nottingham NH 156

Background

Merrimack Rd

Merrimack Rd

Merrimack Rd

Merrimack Rd

122

Smith Ln

Smith Ln

Ponemah Rd

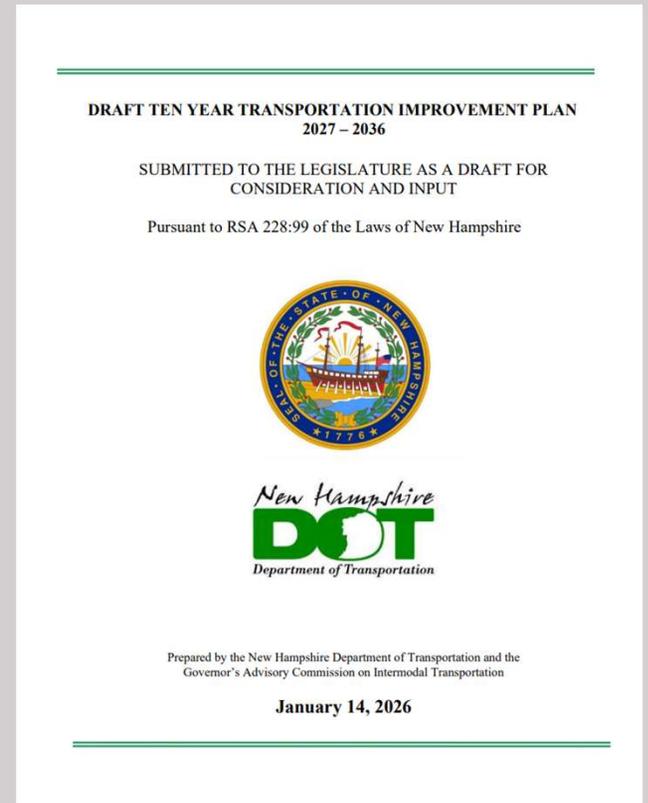
Jennifer Ln

Jennifer Ln

Google Maps

Background – Amherst, 44227

- Programmed to provide “intersection improvements, including pedestrian and bicycle accommodations”
- Introduced to the Ten-Year Plan (TYP) in 2025, Const. 2034
- Scope of “intersection improvements” not determined, subject to public evaluation of alternatives, including “no build”
- Programmed for \$3,000,000



Ongoing operational and safety concerns

- October 30, 2025: Town expressed concern with shift of 44227 to 2036 (from 2034), noting “growing concerns...exacerbated by several recent accidents”
- December 19, 2025: Project team (Town of Amherst staff and NHDOT Project Manager) met with NHDOT (Highway Safety, Highway Maintenance-District 5, and Traffic) to discuss concerns and possible intermediate measures
 - Concerns with sight lines due to vegetation
 - Speed on NH 122 and impatience on Merrimack Road cited as primary concern
- January 26, 2026 Board of Selectmen meeting to discuss intermediate measures

Amherst NH 122 at Merrimack Road

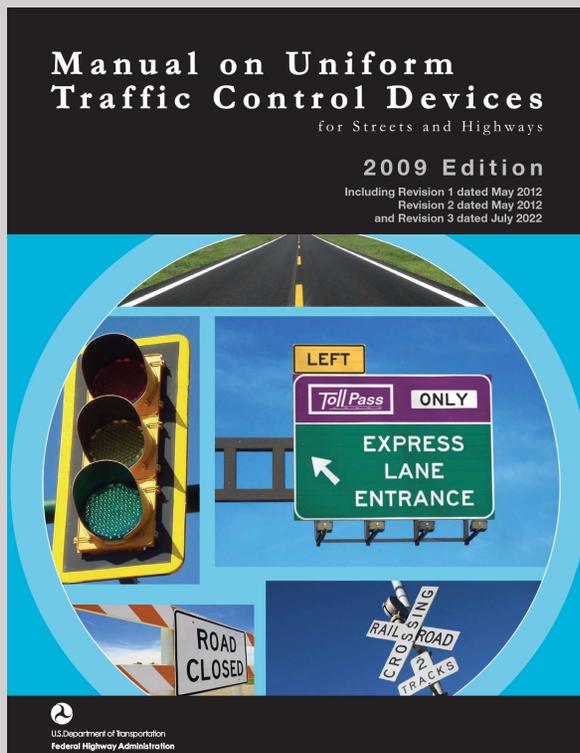
All-way stop control

All-Way Stop Control

- Federal Guidelines (MUTCD)
- Recent experience and crash reduction by other states
 - North Carolina
 - Delaware
- Recent New Hampshire “success” stories
 - Gilmanton, Franconia, Chester, Lempster



All-Way Stop Control Federal guidance (MUTCD)



- Factors to consider include:
 - Traffic volumes on all approaches
 - Driver yield behavior regarding all modes of conflicting traffic, including bicycles and pedestrians
 - Number and angle of approaches
 - Approach speeds
 - Sight distance available on each approach
 - Reported crash experience

All-Way Stop Control

Federal guidance (MUTCD) – Crash Experience

All-way stop control may be installed at an intersection where an engineering study indicates that:

- A. For a four-leg intersection, there are five or more reported crashes in a 12-month period or six or more reported crashes in a 36-month period that were of a type susceptible to correction by the installation of all-way stop control.



“So, it’s true, someone really does have to get hurt before we change something?”

New Hampshire DOT—What has changed?

- National recognition given to two states for converting 2-way stops to all-way stops, Delaware and North Carolina
 - “2023 National Roadway Safety Awards recognize innovations to protect pedestrians, cyclists, and motorists as pandemic spike in road fatalities continues mostly unabated”
 - “Ten innovative highway safety projects, representing the very best of the nation’s roadway safety practices,...honored with National Roadway Safety Awards...”
 - Delaware Department of Transportation (DelDOT) for converting 20 low-volume intersections from two-way to all-way stops.
 - North Carolina Department of Transportation (NCDOT) for significantly reducing the number of fatal and serious crashes at rural intersections

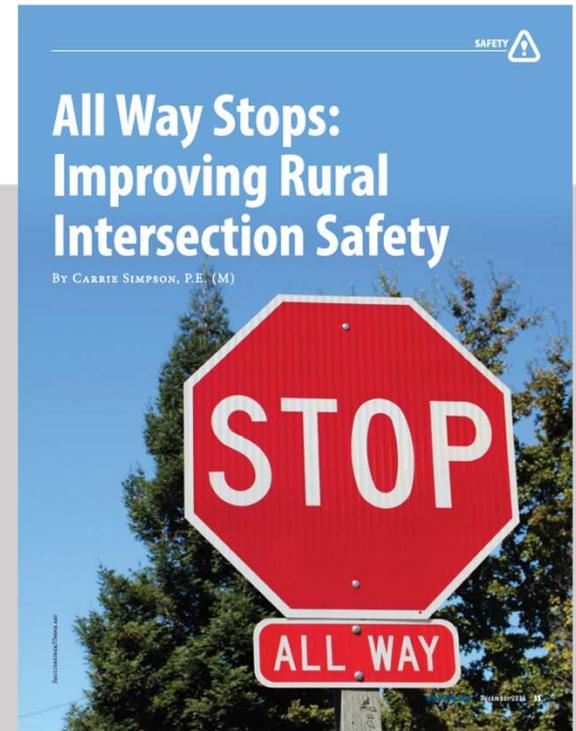
Delaware

Table 2. Annual Crashes at 25 Newly Converted AWSC Intersections

Total Annual Crashes from All Study Intersections	Crash Type					Severity		
	Total	Angle	Rear End	Single Vehicle	All Others	PDO	Injury	Fatal
Before	120.67	67.33	17.00	19.33	17.00	70.33	48.67	1.67
After	52.33	22.67	12.17	11.33	6.17	43.67	8.67	0.00
% Change	-57%	-66%	-28%	-41%	-64%	-38%	-82%	-100%

North Carolina

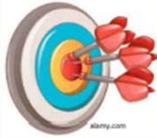
- Study Findings
 - 68% Reduction in Total Crashes
 - 77% Reduction in Fatal and Injury Crashes
 - 75% Reduction in Frontal Impact Crashes
- Benefits
 - Low cost (\$20,000 per intersection)
 - Benefit to Cost ratio of 83:1
- All-way stop control can be installed on primary routes without violating driver expectations or creating safety concerns.
 - NCDOT considers AWSC comparable (preferable?) to mini-roundabouts



North Carolina

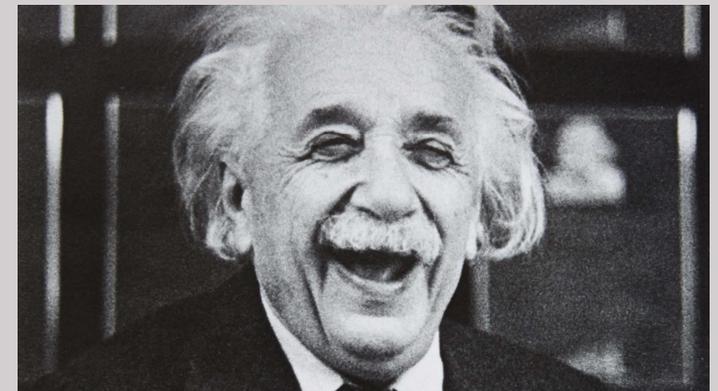
ncdot.gov AWS Guidelines

Safety Treatments – 2-Ln Minor Road Stop

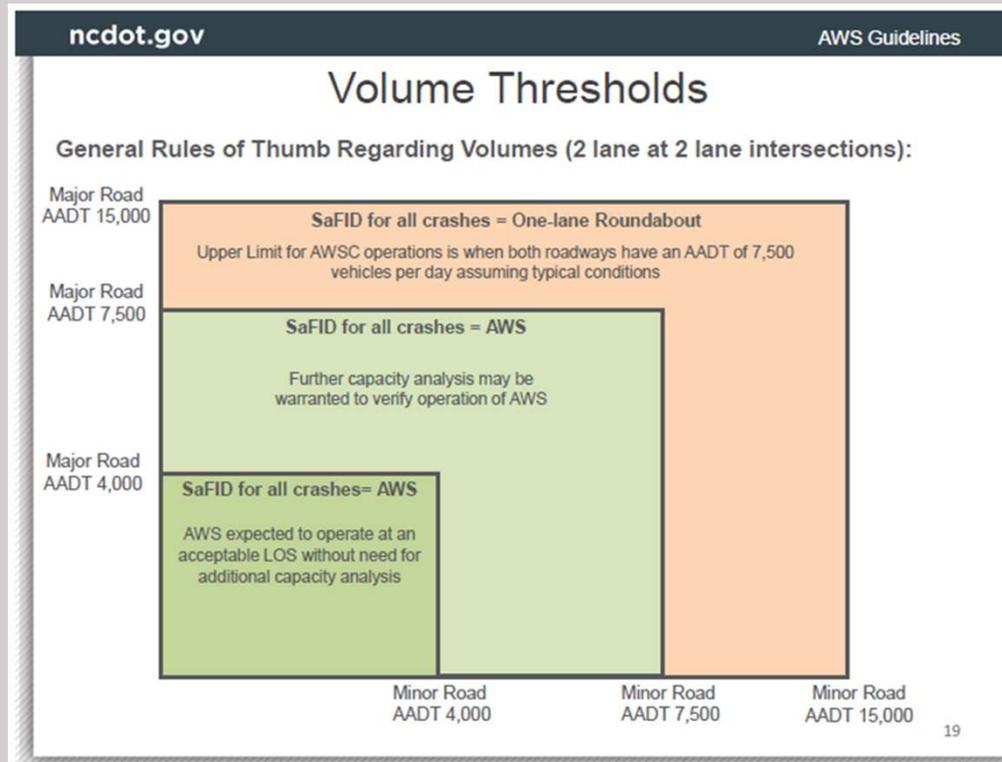
	All Way Stop Roundabouts	<i>Most Confident in Big Safety Improvement</i> 
	Vehicle Entering When Flashing Enhanced Intersection Signing	<i>Middling and Scattered Safety Results</i> 
	Stop Ahead Pavement Markings Overhead Flashing Beacon	<i>Most Likely Missing the Safety Target</i> 

17

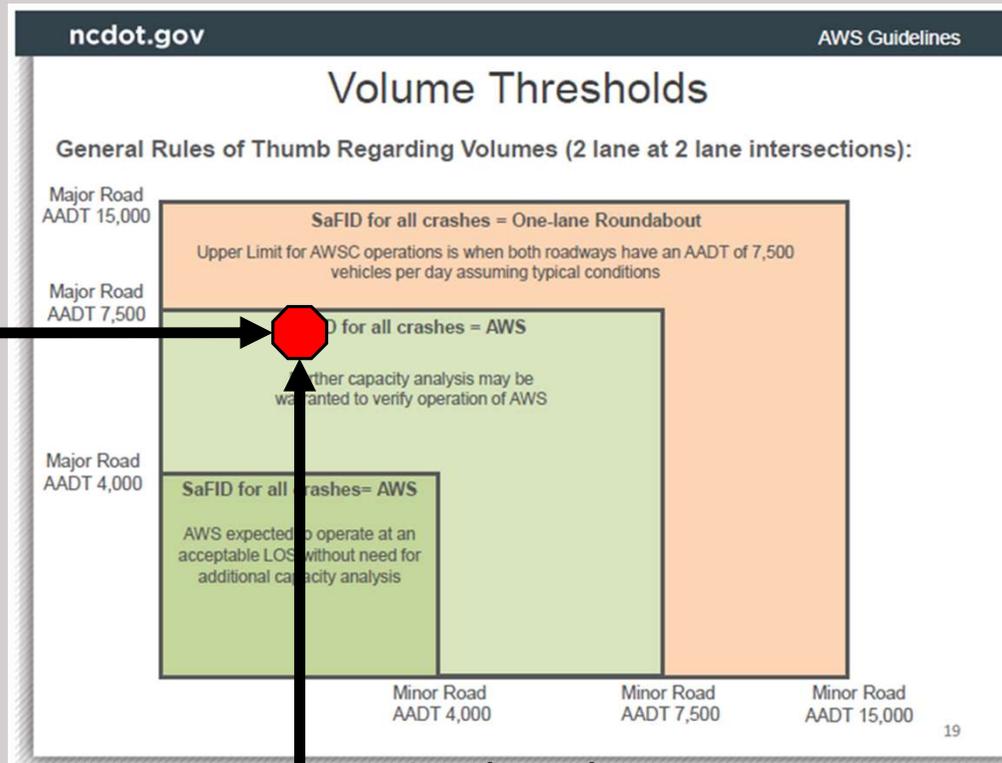
“Insanity”: Doing the same thing over and over again and expecting different results” Albert Einstein



North Carolina



North Carolina



**NH 122:
7,034 (south) vpd**



**Merrimack Road:
1,970 (east) vpd**

Amherst, NH 122 at Merrimack Road

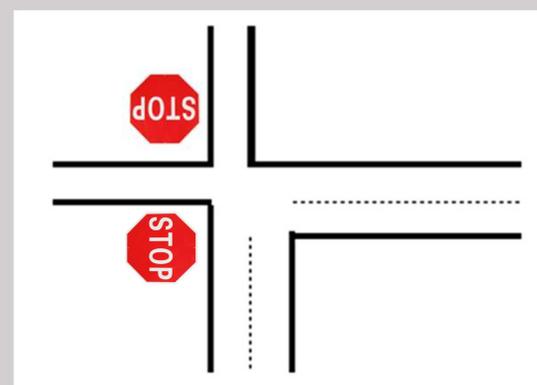
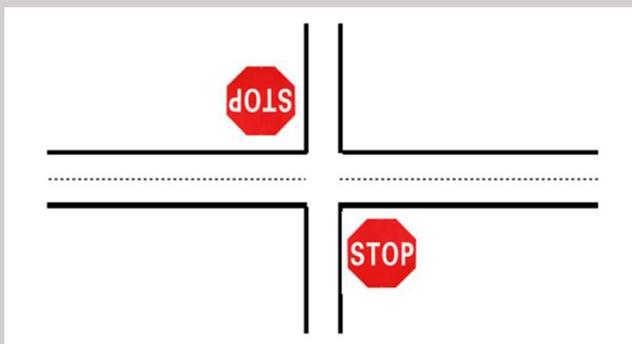
Nottingham NH 156

Recent New Hampshire examples

Recent New Hampshire Examples

General – two types of intersections

- “Major” through route with one or two “minor” roads intersecting or crossing
- “Major” through route represents adjacent legs, with one or more “minor” routes

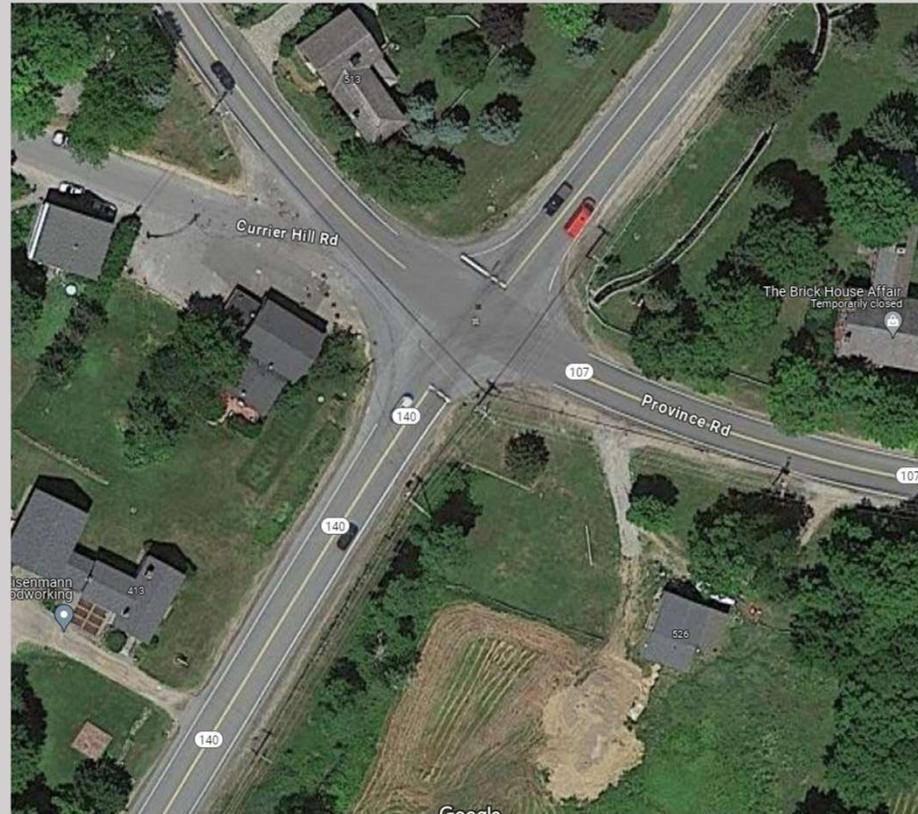


“Recent” New Hampshire Examples 4-leg, 2-way stop controlled to AWSC

- Wakefield, NH 109 at NH 153 (1997)
- Epping, NH 27 at Main Street (2018)
- Gilmanton, NH 107 at NH 140 (2020)
- Franconia, NH 18 at NH 116 (2021)
- Salisbury, US 4 at NH 127 (2024)
- Concord, NH 132 at Hoit Road (2024)
- Hampstead, NH 121 at Depot Road (2025)
- Pelham, NH 128 at Keyes Hill Road/Tallant Road (2025)

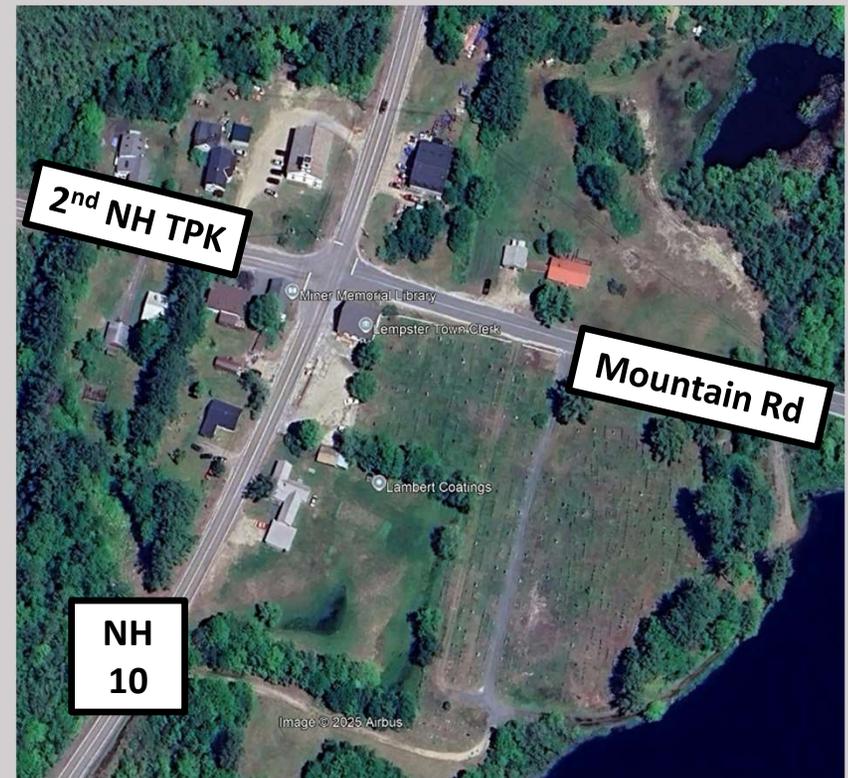
Gilmanton: NH 107 at NH 140

- Volumes:
 - Major: 4,107 AADT
 - Minor: 2,100 AADT
- Crash Data
 - 2015-Aug. 2020
 - 5.67 years
 - 26 crashes (4.6/year)
 - 9 Injuries
 - 9 suspected minor
 - Sep. 2020 - 2024
 - 4.33 years
 - 6 crashes (1.4/year)
 - 0 injuries



Lempster

- Volumes:
 - Major: 1,715 (N), 1,452 (S) AADT
 - Minor: 1,458 (W), 825 (E) AADT
- Crash Data
 - Action prompted by recent high-profile crashes, including an NHDOT employee
 - Public and local elected officials skeptical of AWSC, but three months later...
 - *"We are pleased with the performance of the 4 way stop, so far. It is not perfect, but we have not had any serious accidents so far. We have confirmed that the neighbors, the UPS & Fedex driver, are all thrilled with the 4 way stop. The items of concern have been several panic stops by tractor trailers, several repeat offenders who run the stop (and do so with some consistency) and we have seen more passing on roads after the intersection with drivers who seem to be annoyed (but that is life). Overall, the 4 way stop is a huge success and we appreciate the help from all of the parties that have made this possible."*



Chester: NH 102 at NH 121

- Volumes:
 - Major: 8,446 AADT
 - Minor: 4,867 AADT
- Crash Data
 - 2015-Sep. 2024
 - 9.75 years
 - 102 crashes (10.5/year)
 - 24 Injuries
 - 2 suspected major
 - 16 suspected minor
 - 6 Possible injury
 - Oct. 2024-Dec. 2024
 - 0.25 years
 - 2 crashes (8/year)
 - 1 injury
 - 1 suspected minor



Change is hard...

- *“You're an absolute idiot for putting a 4 way stop intersection at the CENTER OF CHESTER?! Have you ever lives (sic) in this town or are you just some dumb*** bureaucrat that thinks things look good on paper? I personally will look into what can be done to get you fired. Dumb*** piece of sh** f***ing up everyone's daily lives, go f*** yourself”*
 - E-mail from resident after public announcement of change to AWSC
- *“I will say that even with the icy and snowy weather we've had for the past week or so I've heard zero complaints about/from people coming up the hill from Derry and stopping at the 4-way stop. Zero!”*
 - From town administrator four months after implementation

NH 122 at Merrimack Road as AWSC

- Volumes (NHDOT MS2):
 - See graphic (volumes represent Average Annual Daily Traffic (AADT))
- Crash Data
 - May be necessary for further study
- Speed (85th percentile, TomTom, 2026)
 - NH 122 = 43-mph (S/L = 35)



All-way stop control

- Pros

- Promotes safer speeds on major route
- Requires all drivers to stop, reduces odds of two drivers entering intersection at the same time
- Slower/stopped traffic provides a safer environment for pedestrians
- Largely negates lack of sight distance
- Can be implemented quickly

- Cons

- Requires short-term re-education of familiar drivers (enhanced conspicuity for new STOP signs and short-term deployment of changeable message signs)
- Full compliance may be scarce
- Introduces new delay for NH 122 traffic

Next Steps?

- With local support?
 - Consider inclusion of this intersection with Statewide All-Way Stop project, set to convert approximately 20 locations in 2026
 - Could be implemented by NHDOT, subject to resource availability
- If no local support for all-way stop?
 - No immediate action, no other viable short-term alternatives
 - Town of Amherst, in collaboration with Nashua Regional Planning and NHDOT, to continue development of 44227 TYP project
 - Other options are not viable

Questions?

Bill Lambert

william.r.lambert@dot.nh.gov

603-271-2604



Google Maps

Implementation

- Advance notice of new stop condition
 - Portable Changeable Message Signs
 - “TRAFFIC CHANGE SOON/ALL WAY STOP”
- Extended emphasis of new stop condition
 - Additional conspicuity for up to one year





Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Town Administrator Update
Meeting Date: March 2, 2026

Department: Administration
Staff Contact:

BACKGROUND INFORMATION:

1. Town Website – Transition to New Platform

The Town will begin transitioning its website to the CivicPlus platform in early March. The new platform is designed to enhance communication with the public, improve overall usability and accessibility, and provide staff with more efficient tools for updating and managing content.

The project is expected to take approximately 9 to 12 weeks to complete. The current website will remain fully operational throughout the transition period. The first phase of the project will focus on migrating relevant and current information from the existing website to the new platform.

2. Financial, Payroll, and Human Resources Software

Town Administration and the Finance Department have completed their review of various Financial, Payroll, and Human Resources software platforms. A formal recommendation will be presented for review and consideration at the March 9, 2026 Board of Selectmen meeting.

The Finance Department continues to work with the Town's current financial software vendor to establish a final end date and coordinate a smooth transition to the new system later this year.

3. Employee Policy Handbook

Town Counsel has completed a comprehensive update of the Town's Employee Policy Handbook, utilizing the current handbook as the foundation for the revisions. The updated draft incorporates necessary legal updates, policy refinements, and organizational changes.

The revised handbook has undergone an initial review by Town Administration and the Finance Department, both of which have provided comments and identified items requiring additional discussion and clarification. The updated draft has been distributed to the Board of Selectmen for its review.

As a next step, it is recommended that the Board of Selectmen schedule one or more work sessions to provide members with the opportunity to thoroughly review, discuss, and refine the handbook prior to formal adoption.

4. Buck Meadow Athletic Fields and Parking Improvements Project

The Buck Meadow athletic field and parking improvements project is progressing from the conceptual phase into design and engineering.

The Town Administrator, Recreation Director, and the Town's consulting engineer, Meridian Land Services presented the updated plans to the Conservation Commission in early February for review and comment. The Commission expressed support for the project and appreciated the efforts to minimize impacts to the trail system and wetland buffers.

A similar presentation will be made to the Planning Board on March 18th to obtain input and comments from the Board Members, abutting property owners, and general public. The Town will mail public meeting notices to abutting property owners prior to the Planning Board meeting. Feedback from both the meetings will be incorporated into the final engineering and design plans as for final approval by the Board of Selectmen.

In addition, the Recreation Department plans to submit an application this spring to the Clean Water State Revolving Fund (CWSRF) to help fund construction of the athletic fields and parking areas.

5. Amherst Fire and EMS Property - PFAS Mitigation Project

On May 21, 2025, the New Hampshire Department of Environmental Services (NHDES) sent a letter to the Town requesting additional review of certain off-site soil test results. Specifically, NHDES noted that some soil samples exceeded newly established Soil Remediation Standards (SRS) and asked the Town to further evaluate the findings and provide a report that builds on prior submissions, consistent with state regulations. This review must also include a preliminary screening of potential remedial alternatives.

The original 2024 Remedial Action Plan (RAP) was developed before SRS standards for PFAS were formally adopted and was based on direct contact risk-based screening levels that were in place at that time. In January 2025, Sanborn Head submitted an Off-Site Investigation Results letter to NHDES explaining that PFAS levels detected in the off-site (300-series) soil borings were low, with many samples showing no detectable levels, and concluded that additional off-site response actions were not warranted.

In response to the May 2025 NHDES letter, the Town has contracted with its PFAS consultant, Sanborn Head, to conduct additional desktop analysis of the existing data and prepare a supplemental report providing a more detailed rationale supporting the conclusion that no further off-site soil investigation or remediation is necessary. Town staff have reviewed the draft analysis and provided comments to ensure the report fully addresses NHDES's concerns. Once finalized, the report will be submitted to NHDES for review and consideration. While the Town believes there are multiple lines of evidence supporting its position, NHDES may still determine that additional investigation is required.

6. Employee Health Care – Transition to HealthTrust

Town Administration and the Finance Department are currently in the initial phase of gathering the necessary information from the Town’s current and prior health care providers to submit to HealthTrust for the development of a rate quote, anticipated in April 2026.

The Town will be pursuing two concurrent approaches in developing this quote. The first will be based on the Town’s individual claims history. The second will involve coordination with the SAU to explore the potential for a shared rate structure. These parallel efforts are intended to ensure a thorough evaluation of available options and identify the most cost-effective and sustainable solution for the Town.

7. March 10, 2026 Town Elections

In preparation for the March 10th Town Elections, the Town Report and Voter’s Guide are currently being printed. Hard copies of both documents are expected to be available next week for residents who prefer printed reference materials. To ensure broader accessibility and convenience, electronic versions will also be available. Residents may download digital copies from the Town’s website by visiting the main page.

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: Fire and EMS - Update on Grant Opportunities

Department: Fire Rescue

Meeting Date: March 2, 2026

Staff Contact: Donald Waldron

BACKGROUND INFORMATION:

To provide the BOS with an update on grant opportunities currently being applied for or planned.

BUDGET IMPACT:

(Include general ledger account numbers)

None

POLICY IMPLICATIONS:

None

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. 2026-02 Public Safety Grant Opportunities



AMHERST FIRE and EMS

177 Amherst Street
 Amherst, NH 03031
 Phone (603) 673-1545 Fax (603) 672-3927



Public Safety Grant Opportunities

Grant Program		Project Name	Program	Program Budget	Local Match	Application Window
Congressionally Designated Funding - House Appropriations	Representative Goodland's Office	Public Safety Interoperable Radio Project	Dept. of Agriculture - Rural Development Program	\$305,000	65% \$198,500	Now to February 28
Congressionally Designated Spending - Senate Appropriations	Senator Shaheen's Office	Public Safety Interoperable Radio Project	Dept. of Agriculture - Rural Development Program	\$305,000	65% \$198,500	Now to March 6
** Police Department is pursuing parallel CDF/CDS grant opportunities under DOJ funding.						
Assistance to Firefighters Grant (AFG)		SCBA & Air Filling Station	FEMA	\$500,000 (est)	Unknown, typically 10-20%	Expected mid-March to mid-April
Staffing for Adequate Fire and Emergency Response (SAFER)		Fire response staffing	FEMA	Unknown	Unknown	Expected mid-March to mid-April



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

Title: Finance Manifests
Meeting Date: March 2, 2026

Department: Administration
Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

February 5, 2026 - \$312,940.60
February 9, 2026 - \$62,290.82
February 10, 2026 - \$7,164.22
February 10, 2026 - \$330,658.10
February 11, 2026 - \$95,152.17

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

None



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

Title: Application and Permit for
Wholesale/Retail Sales of Permissible
Fireworks- Apex (Elite) Fireworks LLC

Department: Administration

Meeting Date: March 2, 2026

Staff Contact:

BACKGROUND INFORMATION:

This annual permit request is accompanied g=by the required State and Federal licenses and payment of \$500.00.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to approve the permit request for wholesale and retail sales of permissible fireworks for Apex (Elite) Fireworks, LLC for 2026.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. APEX (ELITE) Fireworks Wholesale-Retails Sales Permit Request

RECEIVED

JAN 23 2026



**APPLICATION & PERMIT FOR
WHOLESALE/RETAIL SALES OF PERMISSIBLE
FIREWORKS**

AMHERST TOWN
DEVELOPMENT
AUTHORITY

The Board of Selectmen hereby grants/denies a permit for the wholesale/retail sales, possession and display of Permissible Fireworks to:

Applicant: Valmir Nazifi

Date of Application: 01/18/26

Signature: *Valmir*

Telephone: (603) 605-0475

Mailing Address 500 N. Commercial St.

Location of Sales 68 NH-101A

#502 Manchester, NH 03101

Amherst, NH 03031

Said activities to be conducted in accordance with pertinent laws of the State of New Hampshire RSA 160-B (RSA 160-A as amended) and as listed in the town policy below adopted March 26, 2001.

POLICY STATEMENT

AUTHORITY

In accordance with RSA Chapter 160-A (as amended), the Board of Selectmen as the governing body of the Town of Amherst for the Town of Amherst hereby adopts this policy intended to regulate the sale of Class C "Permissible" Fireworks as described in RSA 160-A:1,5 within the limits of the Town of Amherst.

Persons wishing to conduct the aforementioned retail/wholesale sales of Class C "Permissible Fireworks" shall obtain a permit from the Board of Selectmen prior to any such activities.

APPLICATION

Persons wishing to apply for a sales permit under this policy shall do so in writing to the Board of Selectmen on forms that may be prescribed by the Board. Completed applications shall be submitted to the Board of Selectmen no less than thirty (30) days prior to the desired date of proposed activity.

ELIGIBILITY REQUIREMENTS

All persons wishing to obtain a permit for the sale of Class C Permissible Fireworks shall in addition to applicable State and Federal regulations, conform to the following guidelines:

Under no circumstances shall the Board issue a permit for the retail/wholesale sales of these products by any individual under the age of twenty-one (21).

Persons wishing to obtain a permit for the retail/wholesale sale of Class C Permissible Fireworks must hold a Federal sales permit issued under USC Title 18. The permit shall not become valid until the applicant successfully obtains a sales license from the State of New Hampshire's Department of Safety.

SITE LOCATION

Retail sales shall only be conducted at such locations as listed upon the applicant's Federal license.

At no time shall the product be sold from temporary structures which are not those permanently affixed to the property (i.e. motor vehicles, trailers, campers, roadside stands, etc.)

Wholesale/retail sales locations must have successfully completed Site Plan Review with the Amherst Planning Board prior to approval of the requested permit. Sales will only be permitted from those sites which meet all applicable land use regulations.

All sales locations within the Town of Amherst must undergo physical inspection of the property by the Fire Chief or his/her designee prior to issuance of the actual permit and be in compliance with all applicable building, life and fire safety codes. The Fire Chief of the town of Amherst retains the right to disapprove any site at any time due to the existence of safety/fire hazards.

The holder of this permit shall assume all responsibility for liabilities arising from the storage, sale and display of Class C Permissible Fireworks.

CONDITIONS OF SALES

Persons permitted to sell Class C Permissible Fireworks (or their agents) must, prior to the sale, require the purchaser of these products to furnish photographic identification (State issued I.E. or Driver's license) indicating that they are at least twenty-one (21) years of age. Persons engaged in the retail sales of Class C Permissible Fireworks shall not allow sales by persons (or their agents) who are under the age of eighteen (18).

No permits shall be issued under this policy for the retail/wholesale sales of Class C Permissible Fireworks when sales are to take place before 7:00 a.m. or after 9:00 p.m.

All permits referenced herein shall be kept at the site permitted for sales and readily available for inspection by local authorities.

Applicants are expected to comply with all provisions of applicable Federal and State Regulations (Chapter 160-B).

DURATION

Permits issued by the Board of Selectmen for this purpose will be issued on an annual basis and expire at the end of the calendar year.

MARKETING AND RETAIL SALES OF PERMISSIBLE FIREWORKS

ID NO 25-000253



ISSUED TO

Elite Fireworks
68 NH 101 A
Amherst, NH 03031

ISSUED BY

Keith Boden
State of New Hampshire Division of Fire Safety
33 Hazen Drive
Concord, NH 03305

MARKETING AND RETAIL SALES OF PERMISSIBLE FIREWORKS

Text



ISSUED TO

Elite Fireworks
68 NH 101 A
Amherst, NH 03031

ISSUED BY

Keith Boden
33 Hazen Drive
Concord, NH 03305

ISSUED ON: 05/09/2025
VALID FROM: 05/09/2025
EXPIRES: 05/15/2026
ID NO: 25-000253

This license is Non-Transferable

Signature of Licensee

This certifies that pursuant to the building described within, is hereby licensed to sell or market permissible fireworks in accordance with New Hampshire RSA 160-C:3. This license is property of the State of New Hampshire and shall be returned upon request



U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405

901090: MH/FLS
5400
File Number: 6NH00339

08/16/2023

SUBJECT: RESPONSIBLE PERSON LETTER OF CLEARANCE for:

VALMIR NAZIFI

MEMBER
(832)212-6325

109 ENGLISH VILLAGE RD 102
MANCHESTER, NH 03102

and is ONLY valid under the following Federal explosives license/permit:

6-NH-011-53-6A-00339

APEX FIREWORKS LLC
ELITE FIREWORKS
68 NH ROUTE 101A
AMHERST, NH 03031

Dear VALMIR NAZIFI:

You have been approved as a responsible person under the above-listed Federal explosive license or permit. You may lawfully direct the management or policies of the business or operations as they pertain to explosives. You may also lawfully transport, ship, receive or possess explosive materials incident to your duties as a responsible person. **This clearance is only valid under the license or permit referenced above.**

Sincerely,

Marna Howard
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

Call toll-free: 1-877-283-3352

WWW.ATF.GOV

VALMIR NAZIFI

Responsible Person Letter of Clearance for:

70100339 08/16/2023 NAZIF-VALMIR - MEMBER

Apex Fireworks Permit request for signature 2.19.2026

Final Audit Report

2026-02-19

Created:	2026-02-19
By:	Jennifer Stover (jstover@amherstnh.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAADRdfGh_Tqbd3irBmsasN4zp8nFqESg9R

"Apex Fireworks Permit request for signature 2.19.2026" History

-  Document created by Jennifer Stover (jstover@amherstnh.gov)
2026-02-19 - 8:22:14 PM GMT
-  Document emailed to Jamie Ramsay (jramsay@amherstnh.gov) for signature
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-  Document emailed to Anthony Ciampoli (aciampoli@amherstnh.gov) for signature
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-  Email viewed by Anthony Ciampoli (aciampoli@amherstnh.gov)
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-  Document e-signed by Anthony Ciampoli (aciampoli@amherstnh.gov)
Signature Date: 2026-02-19 - 8:27:08 PM GMT - Time Source: server
-  Email viewed by Jamie Ramsay (jramsay@amherstnh.gov)
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-  Document e-signed by Jamie Ramsay (jramsay@amherstnh.gov)
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-  Agreement completed.
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Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Raffle Permit Request - Milford
Rotary

Department: Administration

Meeting Date: March 2, 2026

Staff Contact:

BACKGROUND INFORMATION:

The Milford Rotary has submitted a request for a Raffle Permit for their Annual One Hundred Holes of Golf. Tickets will be sold beginning in March and ending on the day of the event, June 19, 2026.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to approve the request for a Raffle Permit for the Milford Rotary Club, sales of tickets to extend from March to June 19, 2026.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Raffle permit request for Annual Rotary Club March - June 2026



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: Frank Mann Email Address Fmannjr@gmail.com

Best phone number for contact: 603-361-8556

This license is requested for the following dates: Friday, June 19, 2026 Tickets are sold Mar to Jun

Where in Amherst NH will ticket sales occur? Throughout local Souhegan Valley Towns

Date and Location of Drawing June 19, 2026 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, one of \$5,000

Approved by the Amherst Board of Selectmen:

Board Chair

Vice-Chair

Selectman

Selectman

Selectman



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

Title: Request for Town Common - Annual Memorial Day Parade
Department: Administration

Meeting Date: March 2, 2026

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

i move to approve the use of the Town Common request for the Annual Memorial Day Parade, scheduled for Friday, May 22, from 5pm–7pm.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. Request for Town Common- Memorial Day Parade - signed



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

Completed forms must be submitted to the Administration Department four (4) weeks before the event in order to obtain Board of Selectmen approval. This request is for use of any Town Common land, including Main Street Common, Pierce Common, Spalding Common, Civil War Memorial Common, Huntington Common and School Street Park.

APPLICANT INFORMATION

- Organization Name: Amherst Memorial Day Parade
- Is this a Non-Profit Organization? yes
- Contact Person: Theresa Marie Grella
- Contact Phone Number: 603-320-3300
- Contact e-mail: tgrella@msn.com

EVENT DETAILS

- Event Name: Memorial Day Parade
- Date and Time of Event and requested Common: Fri, May 22, 2026, 5:00 p.m.
- Requested Time (including setup and breakdown): 5 - 7:00 p.m.
- Estimated Number of Attendees 75
- Describe the event and any major physical activities: The Green will ve the gathering spot
- Will food or drinks be served/sold/given to the public? no (If YES, a Certificate of Insurance naming the Town of Amherst as an additional insured is required)
- Will food be prepared at the event by the organizers or another vendor? no (A Hawkers and Vendors permit and an inspection by the Fire Dept. may be needed)
- Will anything be placed onto the Common? If so, what? flags on the posts
- Will you need to drive anything onto the Common? no
- Will Port-a-potties be provided? (Port-a-potties must be placed along on the far-right gravel parking lot to the right of Town Hall) no How Many? _____ (One unit for every 50 attendees is typical)
- Request road closures? (Please identify intersections) yes, I will make arrangements with DPW
Between Church & Middle and Main & Middle near the Green and Brick School. Other rolling closures
- Will electricity be needed? no (Electric power availability and cost must be arranged through the Department of Public Works. Electric power is not guaranteed.)
- Will the event be advertised? (If so, how and where?) yes, social media

FEE SCHEDULE Fees may be waived at the discretion of the Board of Selectmen and are due at time of application.
Checks are to be made out to: **Town of Amherst.**

- Free for town-sponsored events and events of fewer than 250 people.
- \$250 for 250 to 500 people
- \$500 for 500 to 1,000 people
- \$750 for between 1,000 and 2,000 people
- \$1,000 for more than 2,000 people.

ADDITIONAL REQUIREMENTS

- Applicants must ensure all refuse generated by their event is collected and disposed of properly.
- Applicants are responsible for any damage incurred as a result of their use of the Town Commons.
- The Town may require a bond to ensure payment of fees and expenses.
- The Town of Amherst or any of its designees are not responsible for any injuries occurring to participants during the course of activities during use of the property.
- Groups who are granted permission must abide by all Town of Amherst ordinances pertaining to public property and all related NH RSAs as well as all state fire and safety rules and regulations at all times during use of the property.
- All applicable laws and ordinances must be adhered to, including:
 - No open containers of alcoholic beverages.
 - No driving, riding, walking, or exercising of horses or ponies.
 - No playing of baseball, football, volleyball, and soccer except in designated areas.

ACKNOWLEDGEMENT AND SIGNATURE

I have read and understand the Town of Amherst's Town Common Policy and agree to abide by all rules and regulations set forth therein. I understand that failure to comply may result in the cancellation of my event and forfeiture of any fees paid.

Signature:  Date: 1/9/26

This application must be signed off by all Department Heads below before going before the Board of Selectmen for consideration and approval. Events held for the first time require attendance of a representative at the Board meeting.

Chief of Police Approval: Signature  Date: 02/18/26

Fire/ Rescue Chief Approval: Signature  Date: 02/18/26

Public Works Director Approval: Signature Eric Slosek Date: 02/18/26

BOS Approval: Chair's Signature _____ Date: _____

Request for Town Common- Memorial Day Parade

Final Audit Report

2026-02-18

Created:	2026-02-18
By:	Jennifer Stover (jstover@amherstnh.gov)
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"Request for Town Common- Memorial Day Parade" History

-  Document created by Jennifer Stover (jstover@amherstnh.gov)
2026-02-18 - 6:21:11 PM GMT
-  Document emailed to Anthony Ciampoli (aciampoli@amherstnh.gov) for signature
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-  Document emailed to Donald Waldron (dwaldron@amherstnh.gov) for signature
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-  Document emailed to Eric Slosek (eslosek@amherstnh.gov) for signature
2026-02-18 - 6:21:15 PM GMT
-  Email viewed by Anthony Ciampoli (aciampoli@amherstnh.gov)
2026-02-18 - 6:54:41 PM GMT
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-  Email viewed by Eric Slosek (eslosek@amherstnh.gov)
2026-02-18 - 7:28:01 PM GMT
-  Document e-signed by Eric Slosek (eslosek@amherstnh.gov)
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-  Email viewed by Donald Waldron (dwaldron@amherstnh.gov)
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-  Document e-signed by Donald Waldron (dwaldron@amherstnh.gov)
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✔ Agreement completed.

2026-02-18 - 7:59:02 PM GMT



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Minutes

Meeting Date: March 2, 2026

Department: Administration

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to approve the minutes of February 4, 2026.

I move to approve the minutes of February 9, 2026.

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

1. 2026.02.09_DRAFT
2. 2026.02.04_BOS MEETING DRAFT LD



Town of Amherst, NH

BOARD OF SELECTMEN MEETING MINUTES

Barbara Landry Meeting Room
2 Main Street
Monday, February 9, 2026, 6:30PM

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

6 **1. Call to Order**

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

9 **2. Pledge of Allegiance** – led by Frank Montesanto, Conservation Commission.
10

11 **4. Citizens Forum**

12
13 Stephanie Grund, State Representative, reviewed upcoming legislation. House Bill 1195, relative
14 to municipal zoning requirements for child daycare providers, would allow anyone to open a
15 daycare center in their residential home or at an accessory dwelling unit (ADU) at their residence
16 by-right. Secondly, House Bill 1351 is relative to uniform municipal standards for regulation of
17 home-based businesses, including to allow people by-right to open a home-based business based
18 on certain conditions. She asked for opinions to be sent to her on these items.
19

20 Will Ludt, 3 School Street, spoke as an NRPC Commissioner and from a seat on the TTAC
21 Committee. At the group's January meeting, it was noted that DOT had pushed back repairs on
22 Route 101 in Wilton, Milford, Amherst, and Bedford to FY 2034. This is a pushback of about
23 five years. He requested that the Board approve a draft letter which he created to send to the
24 State reps and State senator to possibly change the date for the repair work. He will incorporate
25 comments from the Board into the draft letter. Chairman Pray noted that Amherst has always
26 been identified as an area along this road with the most accidents. Improvements have already
27 been made to Milford, but Amherst keeps getting pushed back. There needs to be some attention
28 brought to this.
29

30 Will Ludt noted that Route 122 is currently riddled with potholes. He asked what can be done
31 about this. Chairman Pray stated that the Board can check if this is a State road and request some
32 attention from the State.
33

34 Will Ludt noted that, during the last iteration of the Master Plan, there was a list of action items
35 which came from the process. It is unclear if anyone is working on those. Chairman Pray thanked
36 Will Ludt for the reminder.
37

38 **3. Public Hearing**

39 **3.1. Public Hearing: Land Acquisition**
40

41 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Coughlin to open*
42 *the Public Hearing.*
43 *Vote: 5-0-0; motion carried unanimously.*
44

45 The Conservation Commission called its meeting to order a 6:41p.m. Rob Clemens presented the
46 proposed land acquisition. Lot 7-44, the Teddy Odell parcel, is proposed to be acquired for the
47 purposes of open space and public access. The property is approximately 13 acres. It is forested
48 and contains some wetlands. This is a connecting parcel for the Betty Arnold and Haseltine
49 parcels. The parcel is connecting for wildlife corridors, allowing for uninterrupted migration
50 from north to south, and also for citizens. There is currently a tenuous trail connection between
51 the abutting properties, and this acquisition will allow for a new trail to directly connect,
52 including the parking area on Austin Rd. This property was appraised at \$560,000 and a sale
53 price of \$300,000 has been agreed to. There will be no property tax impact for this acquisition, as
54 it will be acquired using funds from the Amherst Conservation Fund, which is funded by land
55 use change taxes. A purchase and sale agreement was executed on January 15th. This is the
56 required public hearing seeking Board of Selectmen approval. There is a targeted closing date of
57 March 31st.
58

59 There was no public comment at this time.
60

61 **Frank Montesanto moved that the Conservation Commission recommend to the**
62 **Board of Selectmen to approve the purchase of the property identified as Tax Map**
63 **Lot 7-44 by the Conservation Commission on the behalf of the Town of Amherst**
64 **under the terms and conditions presented this evening. Seconded by Lee Gilman.**
65 **Vote: 6-0-0; motion approved.**
66

67 Mark Bender, Conservation Commission, read a Certificate of Action into the record.
68

69 **Mark Bender moved to approve the Certificate of Action. Seconded by Lee Gilman.**
70 **Vote: 6-0-0; motion approved.**
71

72 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to close the*
73 *Public Hearing.*
74 *Vote: 5-0-0; motion carried unanimously.*
75

76 Chairman Pray read a similar Certificate of Action into the record.
77

78 *A MOTION was made by Chairman Pray and SECONDED by Selectman Coughlin to approve*
79 *the Certificate of Action*
80 *Vote: 5-0-0; motion carried unanimously.*
81

82 The Conservation Commission adjourned its meeting at 6:53pm.
83

84 **5. Board Appointment**

85 **5.1. ACC Alternate appointment, Peter Muessig** 86

87 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to appoint*
88 *Peter Muessig to the Amherst Conservation Commission as an Alternate member, with a term*
89 *ending in 2027.*

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

91

92 **6. Scheduled Appointments**

93 **6.1. NHDOT Presentation- Merrimack Rd./SR122 Intersection Improvements**

94

95 DPW Director Eric Slosek explained that the SR 122/Merrimack Road intersection has been the
96 subject of past, recent, and ongoing safety concerns expressed by residents and Town staff.
97 While long-term improvements at this location are currently included in the State's Ten-Year
98 Transportation Improvement Plan, the project timeline reflects preliminary engineering
99 beginning in 2032, with construction anticipated in 2036. Given the length of this timeframe, the
100 DPW contacted NH DOT to discuss the Town's concerns and to explore whether short-term or
101 medium-term safety improvements could be considered ahead of the scheduled State project.

102

103 On December 19th, Town staff met with NH DOT officials to review the intersection's history,
104 existing conditions, and safety concerns. During that discussion, NH DOT staff identified the
105 potential conversion of the intersection to a four-way stop as a treatment worthy of
106 consideration. NH DOT indicated that four-way stop controls have been successfully
107 implemented at multiple locations throughout New Hampshire with characteristics similar to the
108 SR 122 / Merrimack Road intersection and, in most if not all cases, have resulted in measurable
109 safety improvements.

110

111 Bill Lambert, State Highway Safety Administrator, provided a brief overview of four-way stop
112 treatments, including typical application, effectiveness, and considerations for implementation.
113 The hope would be to garner the Town's support and push the project forward to be scheduled
114 this summer.

115

116 There was consensus that this item would be put on the next agenda for public input and a vote.

117

118 Andrew Pataky asked about a traffic light at the intersection instead of stop signs. Mr. Lambert
119 stated that a traffic signal would be very expensive.

120

121 **6.2. Solar Renewable Energy Credits Agreement — Eric Slosek and Mark** 122 **Bolinger**

123

124 DPW Director Slosek and Mark Bolinger presented information on the Solar Renewable Energy
125 Credits agreement. The DPW recently installed a 58 kilowatt solar system on the salt shed. There
126 is interest in helping to defer the electric costs. This is a net metered project, allowing the Town
127 to sell back unused energy to the grid or get a credit. The Renewable Energy Credit (REC) can
128 then be used to further offset expenses. The Town can contract with various companies that offer
129 these credits. The credits will lead to additional revenue coming into the Town. The DPW
130 examined contracts with Community Power and Knollwood Energy. The differences between the
131 two offerings come down to the structure. Community Power offers a fixed rate system with a
132 one year agreement. The other model is a percentage based system where the Town would

133 receive a percentage of the market based rate at that time. The fixed rate would help benefit the
134 Town's budgeting.

135
136 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to authorize*
137 *the DPW Director to enter into a fixed-fee Renewable Energy Credit (REC) purchase agreement*
138 *with the Community Power Coalition of New Hampshire for the sale of Renewable Energy*
139 *Credits generated by the Town's solar system installed on the DPW salt shed roof, subject to*
140 *review and approval by the Town Administrator and/or legal counsel, and to execute all*
141 *documents necessary to carry out this agreement.*

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

143

144 **7. Administration**

145 **7.1. Notice of rate change for Town Council**

146

147 Town Administrator Daley explained that Town Counsel Drummond Woodsum's fees will be
148 increasing from \$255 to \$275 per hour.

149

150 **7.2. Deliberative Session Recap and Updated Voting**

151

152 The Board of Selectmen extended its sincere thanks to the residents who attended and engaged
153 thoughtfully in the process, as well as to Town staff whose preparation and professionalism
154 ensured a smooth and informative session. Appreciation is also extended to the Board of
155 Selectmen and the Ways and Means Committee for their leadership, dedication, and continued
156 commitment to transparent and responsible local governance. At the conclusion of the
157 Deliberative Session, the Board of Selectmen and the Ways and Means Committee convened a
158 public session to discuss and vote on the Warrant Articles. Both boards reconsidered their votes
159 on Article 43: Baboosic Lake Alum Treatment, with the Board of Selectmen voting 1-4-0 and the
160 Ways and Means Committee voting 5-0-0, respectively. Votes on all other Warrant Articles
161 remained unchanged. Residents are encouraged to visit the Town website for updated election
162 information and to vote on March 10th.

163

164 DPW Director Slosek discussed the hydrant assessment rates charged by Pennichuck.
165 Pennichuck explained that there is a 41% increase proposed from 2024 to 2025. The reason for
166 this increase was that Pennichuck had done an internal audit of all their water systems and
167 piping. This led to new calculations for the fees. There are two parts to the fee: a set fee of
168 approximately \$500 per hydrant in Amherst and an inch foot price for all the piping. The inch
169 foot calculation went up by 400,000 inch feet, leading to the majority of the 41% increase. It was
170 discovered that there was an old agreement in Amherst that any 16" pipe would not be included
171 in that calculation. The main roads in Town make up for approximately 400,000 inch feet of pipe
172 and should not have been included in that assessment of the fees. Pennichuck is reviewing this
173 and will be sending new calculations regarding the price moving forward. The prices moving
174 forward should be reduced to much closer to what they were in 2024. Pennichuck will also owe
175 the Town for some back charges when the assessment took place. The Town also learned that
176 there are four different tiers for insurance fire rating. Tier 1, which Amherst is, is the highest
177 rating, meaning that it is providing a minimum of 4,500 gallons per minute to each hydrant,
178 which is a considerable amount of water. It is unclear why Amherst is rated a Tier 1 and the

179 Town is looking to see if this can be changed. Currently, the Town pays \$0.23 per inch foot. At
180 Tier 2, this would drop down to \$0.18, or 3,500 gallons per minute. Tier 3 is 2,500 gallons per
181 minute, around \$0.12.

182

183 **8. Staff Reports**

184 **8.1. Public Works Department - Solar Renewable Energy Credits Agreement**

185 *This item was previously addressed.*

186

187 **8.2. Public Works Department - Transportation Projects Update**

188

189 DPW Director Slosek gave the following updates:

190

191 1. North 02 – Baboosic Greenway Trail (Project No. 42593)

192

193 Project Status

194 The Town’s design engineer, VHB, has completed the **study engineering phase** of the North 02
195 project. A public Alternatives Presentation Meeting was held on November 18, 2025, at which
196 VHB presented opportunities, constraints, and conceptual alternatives for the project. Four
197 potential trail segments were evaluated, with Segment 2 eliminated from consideration due to its
198 location on private property. The property owners have stated they are unwilling to grant
199 easements to the Town, making this segment infeasible.

200

201 Segment Evaluation Summary

202 • **Segment 1:**

203 Would require a switchback, retaining walls, and a stream crossing to reach Baboosic Lake
204 Road. Costs are high, and there are safety concerns at the roadway connection. A limited
205 connection to the existing rail corridor may be feasible as a future extension.

206 *Estimated Cost: ~\$710,000*

207

208 • **Segment 3:**

209 ADA surface improvements would be relatively low cost but would alter the existing natural trail
210 character.

211 *Estimated Cost: ~\$150,000*

212

213 • **Segment 4:**

214 A boardwalk connection that significantly exceeds available funding and presents unresolved
215 trailhead parking challenges near Route 101.

216 *Estimated Cost: ~\$1,610,000*

217

218 • **Engineering:**

219 *Estimated Cost: ~\$347,000*

220

221 Total available funding for the project is approximately **\$1.07 million**, inclusive of engineering
222 costs.

223

224 Coordination with NHDOT

225 Following the Alternatives Meeting, Town staff and VHB met with NHDOT representatives.
226 NHDOT indicated a **No Build** alternative would be supported given the cost, feasibility
227 challenges, and lack of continuity caused by the loss of Segment 2. NHDOT also offered the
228 Town the option to **repurpose the existing federal funding** to further study alternative
229 alignments outside the former railroad corridor, with the intent of improving multimodal
230 connectivity between Baboosic Lake Road and Walnut Hill Road. A portion of the funds could
231 be used to construct a limited segment if a viable alternative route is identified
232

233 Town Administrator Daley asked how the Town ascertained the lack of support from the nearby
234 property owners. DPW Director Slosek stated that it was known prior to filing the application
235 that there were some right of way concerns. Concerns were brought up at the Deliberative
236 Session that the Town has not followed the LPA process, but it has. Every decision has been in
237 conjunction with and with approval from the State. The State was notified regarding the owner
238 concerns. The Town wrote letters to all of the abutters regarding the project. A public meeting
239 was held last spring, and all abutters were invited to attend. Concerns were heard from almost all
240 landowners regarding people entering their private property from the trail. Meetings were held
241 with individual owners to try to gain certain easements. One of the largest property owners in the
242 area, Richitelli, wants nothing to do with the project. There have been multiple meetings
243 throughout the process.
244

245 Chairman Pray noted that there is not enough funding for all of the segments anyway. DPW
246 Director Slosek stated that portions of the project could likely be completed with the available
247 funding, but Segment 2 is an issue. This is a good opportunity for the Town to repurpose the
248 funding to consider alternative routes. It would be unfortunate to not take the funding and
249 determine if the two points could ever be joined.
250

251 DPW Director Slosek stated that he has heard comments that if the Town does not proceed with
252 the project exactly as described in the grant application or chooses a no build option, this could
253 impact future funding. He has spoken with the State, and this is absolutely not the case. As long
254 as Amherst fulfills its agreement as written with the State of New Hampshire, the LPA process,
255 these items would have no effect whatsoever.
256

257 Nancy Gerzon, 11 Old Manchester Road, thanked DPW Slosek for his work to move this
258 forward, both personally and on behalf of the Bicycle and Pedestrian Advisory Committee.
259

260 2. North 03 – Baboosic Greenway Trail (CMAQ)

261

262 Project Status

263 The DPW is currently coordinating with NHDOT to secure approval to use **VHB as the design**
264 **engineer** for the North 03 project. Under the Local Public Agency (LPA) process, this selection
265 must comply with **Qualifications-Based Selection (QBS)** requirements. The Town has already
266 completed a QBS process to select VHB as its on-call engineer and is submitting documentation
267 to NHDOT to justify use of that selection for this project. Once approval is received, the Town
268 will enter into **scope and fee negotiations** with VHB. Upon reaching an agreement, the scope
269 and fee will be brought to the BOS for approval. This process is expected to take approximately
270 **two months**.

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Anticipated Milestones

- NHDOT approval of engineer selection: Winter 2026
- Scope and fee negotiations: Winter–Spring 2026
- Survey work initiation: April 2026
- Local Concerns Meeting: Spring 2026
- Design engineering and right-of-way phase: Programmed for FY 2027
- Construction: Programmed for 2030

DPW Director Slosek stated that total funding for this project is approximately \$1.604M with a Town cost of \$320,000.

3. Village Streets – Safe Streets and Roads for All (SS4A)

Project Status

The **SS4A grant agreement** for the Village Streets project was fully executed in **December 2025**. This is an FHWA-administered award under the Fiscal Year 2024 SS4A program. The Town is currently preparing an advertisement for a **Request for Qualifications (RFQ)** to initiate the required QBS process for consultant selection. The RFQ is anticipated to be advertised on February 13, consistent with federal procurement requirements for engineering and planning services. Similar to the North 02 process, once an engineering firm is selected, scope and fee negotiations will commence.

Key Grant Milestones and Requirements

Based on the executed agreement and associated exhibits, the following requirements apply:

- **Period of Performance:**
Begins upon grant execution and may extend up to five years.
- **Quarterly Reporting:**
Quarterly Performance Progress Reports and Federal Financial Reports (SF-425) are due on or before January 20, April 20, July 20, and October 20 of each year.
- **Procurement Requirements:**
All engineering and planning services must be procured using a qualifications- based selection process.
- **Federal Compliance:**
The project is subject to Build America, Buy America requirements, Title VI and ADA compliance, and all applicable federal environmental and civil rights regulations.
- **Final Deliverables:**
A final performance report and financial closeout are required within 120 days of the end of the period of performance.

There was discussion regarding potentially reconvening the Village Streets Committee for work at key decision making times. This will help to inform the engineer.

8.3. Fire and EMS Department - Acceptance of federal surplus property

317 Fire Chief Waldron stated that the Fire and EMS Department has secured two Ferno evacuation
318 chairs (original value of \$4,000) and a public address system (original value \$500) through the
319 GSA federal surplus property program. These items have been transferred from the federal
320 government to town ownership through the NH Department of Administrative Services. These
321 items will be utilized to benefit the community.

322

323 *A MOTION was made by Selectman Grella and SECONDED by Selectman Dokmo to accept the*
324 *federal surplus property as described on federal forms SF123, order number NH-265-67-587*
325 *and NH-266-01-766.*

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

327

328 **8.4. Fire and EMS Department - Job Description: Captain of Community Risk**
329 **Reduction**

330

331 Fire Chief Waldron explained that this is the job description of the newly created Captain of
332 Community Risk Reduction which will replace the former Deputy Chief of Fire Prevention. This
333 position is currently vacant and hiring for this position will start as soon as approved.

334

335 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to approve*
336 *the Fire and EMS Department job description of "Captain of Community Risk Reduction," and to*
337 *authorize filling this vacancy.*

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

339

340 **8.5. Fire and EMS Department - Job Description: Administrative Assistant**

341

342 Fire Chief Waldron explained that this is a job description for the new position of Administrative
343 Assistant within the Fire and EMS Department. Funding for this position has been included in
344 the FY2027 budget request and if approved, we will request to fill this position as soon as
345 feasible in FY27.

346

347 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectman Grella to accept*
348 *the job description for the new Fire and EMS Department position of "Administrative Assistant."*

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

350

351 **9. Consent Agenda**

352

353 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to approve*
354 *the consent agenda.*

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

356

357 **9.1. Veteran Tax Credit**

358

359 **Veteran Tax Credit**

360 **Item B.** The attached Veteran Tax Credit Application for Map 006, Lot 028-043 has been
361 reviewed, and the applicant qualifies for the Tax Credit under RSA 72:28 for the 2026 tax year.

362

363 **9.2. Manifests**
364
365 December 30, 2025 - \$806,538.08
366 January 13, 2026 - \$640,885.93
367 January 63, 2026 - \$53,307.39
368 January 22, 2026 - \$305,700.76
369 January 27, 2026 - \$432,664.75
370 February 2, 2026 - \$3,581,489.00

371
372 **10. Other Approvals**
373 **10.1. Abatements**

374
375 **Abatement**

376 **Item A.** This parcel was a vacant mobile home site on 4/1/2025. We had erroneously left a value
377 on there for the July tax bill, but after speaking with the property owner, the mobile home really
378 had no value as the roof was removed, and he was in the process of dismantling the entire
379 structure. The assessment was zero for the December tax bill. However, the July bill needs to be
380 abated to clean it out of the system.

381
382 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the*
383 *Assessor's recommendation, as a housekeeping matter, to abate \$128.00 for tax Map 002 Lot*
384 *166-048, a vacant mobile home site at 464 Boston Post Rd, Unit 48, which was an overtax on the*
385 *July tax bill due to a reduction in the assessment mid-term.*
386 *Vote: 5-0-0; motion carried unanimously.*

387
388 **Item A-1.** This parcel was given to the Town of Amherst by the Wilkins Family Land LLC on
389 10/20/2025. Therefore, since the Town now owns this property, we need to abate the December
390 tax bill of \$62.00

391
392 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the*
393 *Assessor's recommendation, as a housekeeping matter, to abate \$62.00 for tax Map 005 Lot 167,*
394 *a vacant piece of land that was given to the Town of Amherst.*
395 *Vote: 5-0-0; motion carried unanimously.*

396
397 **Item A-2.** This is a vacant parcel of land containing 50 acres. Previously, 48 acres were already
398 in the Current Use assessment program. The owner put the remaining 2 acres into current use
399 timely for the 2025 tax year. However, the assessment was never updated. Therefore, we need to
400 abate the difference between the old assessment of 172,100, to the new assessment of 7,100.
401 Abating 165,000 of assessed value.

402
403 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the*
404 *Assessor's recommendation, as a housekeeping matter, to abate \$4,072.93.00 for Map 007 Lot*
405 *041-000.*
406 *Vote: 5-0-0; motion carried unanimously.*

407
408 **10.2. Minutes**

409
410 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman D'Angelo to*
411 *approve the meeting minutes of January 12, 2026.*

412 *Vote: 4-0-1; motion carried with P. Coughlin abstaining.*

413
414 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman D'Angelo to*
415 *approve the meeting minutes of January 20, 2026.*

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

417

10.3. Request for Town Common, AJWC Easter Egg Hunt

418

419
420 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to approve*
421 *the use of the Village Green on March 28, 2026 at 9am for Amherst Junior Women's Club*
422 *Annual Easter Egg Hunt.*

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

424

10.4. Request for Town Common, Fourth of July

425

426
427 *A MOTION was made by Selectman Grella and SECONDED by Selectman Coughlin to approve*
428 *the request from the Amherst Fourth of July Committee for the Fourth of July parade and*
429 *activities on July 4th, 2026, with set up beginning on July 3rd and the following road closures as*
430 *requested: Main and Middle, Main and Courthouse, Main and Manchester, Davis and Foundry,*
431 *Foundry and Boston Post Road, Boston Post and Carriage, Boston Post and School, Davis and*
432 *Carriage, Davis and Main, Boston Post and Main.*

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

434

10.5. Supplemental Added Tax Bill 2025

435

Supplemental Added Tax Bill 2025

436
437
438 **Item A.** This office recently discovered a “missed tax assessment” on a new home built
439 around 2022-2023, on this property. Per RSA: 76:14 Correction of Omissions, or Improper
440 Assessment. – If the selectmen, before the expiration of the year for which a tax has been
441 assessed, shall discover that the same has been taxed to a person not by law liable they may,
442 upon abatement of such tax and upon notice to the person liable for such tax, impose the same
443 upon the person so liable. And if it shall be found that any person or property shall have escaped
444 taxation, the selectmen, upon notice to the person, shall impose a tax upon the person or property
445 so liable. we can compute and send out a Supplemental Tax Warrant for tax year 2025, to collect
446 the money that would've been due if we had assessed this new home this year. The 2025 tax year
447 expires on 3/31/2025. Therefore, I recommend that we calculate and commit a bill to the Tax
448 Collector, so that he can collect this money. The calculation will work like this: 278,600 x 23.98
449 = \$6,681.00. They will have 30 days to pay this bill from when it was sent, and I am sending a
450 letter to let them know it is coming.

451

452 *A MOTION was made by Selectman Dokmo and SECONDED by Selectman Grella to accept the*
453 *Assessor's recommendation to compute and send a Supplemental Tax Bill to the owners of Map*
454 *10 Lot 50, in the amount of \$6,681.00, also to sign the required documents.*

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

456

457 **11. New Action Items**

458

459 The Board discussed its new action items, including advertisements regarding the upcoming
460 agenda item for public input on the intermediate DOT actions on Route 122. Also, a revisit of
461 past Master Plan action items and comments on Will Ludt's letter/an additional letter from the
462 Board.

463

464 **12. Old/New Business**

465

466 Selectman D'Angelo noted that the Bicycle & Pedestrian Advisory Committee will meet
467 tomorrow at 7PM.

468

469 Selectman Coughlin noted that the Planning Board continued the Jacobson application to
470 February 24th at the Amherst Middle School cafeteria.

471

472 **13. Non-Public Session RSA 91-A:3 (c)**

473

474 *There was no Non-Public Session at this time.*

475

476 **Adjournment**

477

478 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectmen Grella to adjourn*
479 *the meeting at 9:03pm.*

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

481

482

483 **NEXT MEETING: February 23, 2026**

484

485

486

487 _____
Selectman Pamela D. Coughlin Date



Town of Amherst, NH
BOARD OF SELECTMEN MEETING MINUTES
Souhegan High School Auditorium
412 Boston Post Road
Wednesday, February 4, 2026, 5:45PM

1 **Attendees:** Chairman Danielle Pray; Selectman John D'Angelo, Selectman Tom Grella, Selectman
2 Cynthia Dokmo; Selectmen Pamela D. Coughlin

3
4 **Staff present:** Town Administrator Lincoln Daley; EA/HRC Jennifer Stover, and Recording
5 Secretary Kristan Patenaude

6
7 **1. Call to Order**

8 Chair Danielle Pray called the public meeting to order at 5:45p.m.

9 **3. Recess for Deliberative at 5:59pm**

10 The Board recessed for the Deliberative Session.

11 **4. Reconvene after Deliberative**

12 Chairman Pray summarized the estimated tax impacts of the Warrant Articles, as presented.

13 **5. Vote on Any Amended Articles**

14 The members discussed Article 43 and revotes, with an amended vote of 1-4-0.

15 The members also discussed the amendments made to Article 44. They voted again on Article 44,
16 with no change to the vote, 0-5-0.

17 **Adjournment**

18 *A MOTION was made by Selectman D'Angelo and SECONDED by Selectmen Grella to adjourn the*
19 *meeting at 10:505pm. Vote: 5-0-0; motion carried unanimously.*