

1 **Board of Selectman Meeting Minutes**
2 **Monday, September 26, 2011**

3
4 Chairman Bruce Bowler, Brad Galinson, Tom Grella, George Infanti, Dwight Brew
5 were present. Also present town administrator Jim O'Mara, minute takers Beth
6 Penney and Chris Woodbury.

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8 **Call to Order**

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10 Mr. Bowler called the meeting to order at 6:34pm.

11
12 **Pledge of Allegiance**

13
14 Ms. Penney led the pledge of allegiance.

15
16 Mr. Bowler introduced the new board member Brad Galinson, and the new minute
17 taker Chris Woodbury.

18
19 **Citizen's Forum**

20
21 Graham Hankie suffered an aneurism in July, when an aneurism occurs time is
22 essential to treatment and a speedy recovery. Mr. Hankie wanted to acknowledge,
23 thank and relay to the board and community, that the EMS and police did a fantastic
24 job and increased his percentage of recovery from the aneurism. He read a letter to
25 the board and thanked all of the police and EMS by name that had helped.

26
27
28 Mr. Bowler had thanked Mr. Hankie and knows the police and EMS are great, the
29 board does not hear that enough. Mr. Bowler is glad to see that Mr. Hankie is
30 healthy.

31
32 **Regional Energy Purchase Project**

33
34 Charlotte Locke discussed an opportunity for the town. Ms. Locke is here as a
35 representative of the Amherst Energy Committee. Ms. Locke attends meetings with
36 the NRPC. She explained a regional energy project and would like to know if the
37 town of Amherst would like to participate. Ms. Locke will answer questions, but will
38 not discuss the contract. The goal is to purchase energy at a lower rate than the
39 schools and municipalities are currently paying.

40
41 Ms. Locke discussed the purchase of energy from a supplier; there would be no
42 change of transmission from PSNH. The energy contract term is 12 to 24 months.
43 The contract and price would be fixed and would have a few other conditions. NHPU
44 would provide a list of suppliers. Ms. Locke listed 11 towns that are currently
45 involved with the discussed proposal. Amherst has not previously been involved.
46 There has been no commitment from any of the participating towns as of now; all of

47 the contracts are in a proposal state. Technical assistance is from Peregrine Energy
48 Group and Energy Consulting Group, there is a provided contract and agreement.
49 Peragrin Energy Group will handle the bids and contract and there will be no
50 additional costs to the schools or town for their effort.

51
52 A timeline was given to the board explaining the dates for RFP submission. January
53 9th is the latest date to sign the new energy contract. The supplier would start by
54 February 1st.

55
56 Ms. Locke and the board discussed the bills and the reading of the meters; they also
57 discussed the rates and the responsibilities of the repairs. In addition, the board
58 discussed the fixed rate vs. percentage change, the contract length, and other items.

59
60 The board discussed that the town has already signed the participation form.

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Administrative Business

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65 **Mr. Brew moved to table the minutes for September 12th and 19th until the**
66 **next meeting and Mr. Grella seconded the motion. Vote: Unanimous, Mr.**
67 **Galinson abstained.**

68

69 **Mr. Brew moved to approve the payroll \$167,208.32 and Mr. Grella seconded**
70 **the motion. Vote: Unanimous**

71

72 **Mr. Infanti moved to add to the payroll to buy out a retired employee, Mr.**
73 **Grella seconded the motion, Vote: Unanimous.**

74

75 **Mr. Infanti moved to approve the accounts payable, Mr. Brew seconded the**
76 **motion. Vote: Unanimous.**

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Town Administrator Report Department Reviews

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EMS

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83 Mr. Gleason gave the board a department review packet explaining his budget,
84 which shows a 0% increase. He found ways to minimize the impact of increase cost
85 of fuel and NH retirement. Mr. Gleason reviewed last year's needs, revenue,
86 collection and billing, and his goals for the FY13 budget.

87

88 A discussion ensued about part time wages, health insurance, replacement of the
89 second ambulance and adding funds to the capital reserve fund. The board also
90 discussed mutual aide calls

91

92

93 **Police**

94
95 Mr. Lyon thanked the board for their support. He reviewed last years budget
96 discussing how he reached an agreement for collective bargaining. He stated that
97 the budget covered the past 3 years, this year and next year, and that is because it is
98 used to catch up. All of the statistics reviewed have a large percentage increase.
99 Retirement and the increase in gas prices were brought to the board’s attention, and
100 how that affects the budget. He stated that these costs will role into the FY13 budget.
101 He talked about the efforts toward lower gas prices but added that retirement will
102 not change. The police department is asking for \$100,000 budget. The police
103 department’s goal is to provide the same level of service despite the increase in
104 crime.

105
106 Mr. Grella and the board discussed the increase of crime due to the economy.

107
108 Mr. Brew and Mr. Lyon reviewed what was voted for in the CBA by the voters. The
109 CBA is in the warrant article. They stated that the budget increase may have been
110 overstated and that \$100,000 is for the CBA and the police department wants a
111 \$70,000 increase not a \$170,000 increase.

112
113 The board and Mr. Lyon discussed the tax increase and the cost of additional patrol,
114 K9’s, and clerical workers.

115
116 The board and the Ways and Means Committee discussed the increase in the budget
117 and the deficits from this year, including being short a patrolman. There is a \$53,000
118 deficit this year to date. They discussed that this increase in the budget would only
119 be \$17,000 if the \$53,000 was added back into the budget. This would be a budget of
120 \$170,000 including the \$53,000. Also discussed was that for every call there is an
121 investigation and possible court appearance. The board also discussed the amount
122 of time spent on calls and the time taken away from other things. The police
123 department is actively recruiting.

124
125 **Public Safety Communications**

126
127 Mr. Lyon and Mr. Infanti discussed the dispatch centers success and the hiring of
128 two dispatchers. Also the oversight of that center and the improved infrastructure
129 was reviewed. Due to grant money the purchases were discussed. The issues
130 reviewed were the E911 mapping in town. The Public Safety Communications is
131 asking for a 1.5% increase in the budget. Mr. Infanti was impressed with the 128
132 candidates for the dispatcher position.

133
134 **Fire**

135
136 Mr. Boynton thanked the board for their support. He discussed his last year’s
137 budget and the improvements that the department made. Many of the
138 improvements done were short term but money was not asked for. He explained

139 how these improvements were funded. He reviewed what the budget was used for.
140 He is asking for a \$40,000 budget for the self-contained breathing apparatus', three
141 or more are needed. For the 5-year rotation of apparatus \$11,246 is needed. He also
142 discussed the need for an increased budget. A new capital reserve plan for the
143 second floor renovation was discussed and would take 2-3 years to raise the funds.
144 He proposed an increased budget for training and meetings. He also reviewed the
145 expectations of his employee schedules and the on call payment schedule.

146
147 Mr. Bowler stated that the software budget had \$9,000 left over and this line item is
148 not a surplus.

149
150 Mr. Bowler, Mr. Boynton, and the Ways and Means Committee discussed the capital
151 reserve being short term as well as the cost of \$575,000. Also the second floor
152 renovation costs could be about \$180,000 to \$190,000. Mr. Berry would not be
153 involved in the second floor renovation.

154

155 **Emergency Management**

156

157 Mr. Boynton and Mr. Grella discussed last year and this year's budgets. An increase
158 for funds was not requested. The funding that was available and used from the
159 government was discussed. Also, plans for a generator for the DPW and town hall
160 were discussed.

161

162 The Ways and Means Committee discussed the deadlines and goals for January 1,
163 2013 in reference to the change for radio frequency. This is not for the fiscal year.
164 The discussion was mainly about two mobile radios and a few portable radios.

165

166

167

168 **Highway**

168 Mr. Berry thanked the board for their time. He summarized the work done this
169 summer. Areas of immediate concern were brought to the board's attention. All
170 improvements and cost totals were also discussed. The bridges and bonds were
171 discussed in relation to the legislation changes. Also discussed were the issues with
172 approving reimbursement for the future from DOT. A decision needs to be made by
173 the board to move forward or wait on the work need on the bridges. The taxpayers
174 were promised by the board and Mr. Berry that there would be reimbursed from the
175 state. He also discussed the lifetime of the bridges and that the weight limit on the
176 bridges has already been reduced. The 5-year permits for storm water and the EPA
177 requirements were discussed. If the permits are not obtained large fines would be
178 presented. He informed the board that two interns were hired for 10 weeks this
179 summer. He discussed replacement of the equipment that is needed and showed
180 pictures. If this equipment is not replaced then the budget will be used for outside
181 hiring. He discussed the compliance with new government regulations. Also, he
182 discussed the repairs that would need to be done for the fiscal year and all costs for
183 the materials and road repairs.

184

185 The board and Mr. Berry discussed possibly looking at vendors for town work.
186 Equipment and trucks need to be looked at sooner for repairs or replacement. It
187 was discussed that used vehicles were not recommended for replacement. The
188 cemeteries and storm water was discussed in regards to costs coming out of DPW's
189 working capital if the voters do not vote for the budget. The board discussed
190 selecting a firm for all of the engineering needed in town. A replacement cycle is
191 needed for the equipment. \$100,000 is the estimated cost for the listed equipment
192 replacements. All town owned vehicles are inspected accordingly. A list of the top
193 three priorities was requested to be emailed to Mr. O'Mara. The board discussed
194 looking into having Continental for the town work and discussed that a contract
195 needed. If the bridges are not repaired then they will be closed. It was discussed
196 that the repairs will not be funded by DOT, only the replacement of bridges. Also
197 water levels do affect the work being done to the bridges. One of the three bridges
198 has been repaired. The cost of repairs, bonds and state reimbursement was
199 discussed. The unrepaired bridges are costing more due to the rerouting of trucks
200 that are over the weight limit. If the state does not reimburse for the bridgework
201 this issue will need to be brought to the voters. The board asked Mr. Berry for the
202 figures in order to have the bridgework done.

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204
205

General Government

206 Mr. O'Mara described what general government is. He also discussed available
207 positions and how he intends to fill these positions. He informed the board about
208 payouts to the departed employees and vacations. He is looking to over expend.
209 The regional purchasing program could be expanded to all purchases. He discussed
210 the issues with health insurance and the potential for looking for new bids for
211 insurance.

212
213
214

FY13 Budget Goals

215 A discussion ensued about the costs and known increases. The board discussed the
216 7% increase before looking at the department's requests. The board also discussed
217 the percentage increase with and without the department's requests and the steps
218 that need to be taken. In addition, the health insurance percentage has increased.
219 The board discussed that a number needs to be put in the budget and enough time
220 must be given in order to get the RFP out. In addition, the items not in last years
221 budget, including the bridge replacement bond, and the need to review the line
222 items was discussed. The savings could not be determined at this time. The
223 department needs need to be prioritized. Also discussed is the need for increases
224 and how this may affect taxes. The departments involved need direction in regards
225 to their budgets and the department heads need to prioritize and organize their
226 budget needs. The board is in need of a decision about the LUCT funds and where
227 the funds will go. Unused funds from last years budget have gone into an account.
228 These funds need the voter's approval in order to be used. There is a possible
229 option of 50/50 split with the tax rate and FY13 budget.

230

231 **Discussion Items**

232
233 **Cemetery Fields**

234
235 Peter Bergin and Marie Grella discussed the plans and progress of the Forest View
236 Cemetery. The board was provided with a draft and the estimated cost. The AG
237 office was contacted with inquiries to proceed. The money from the trust fund will
238 be used for the process of the cemetery. The ability to take more than 50% of funds
239 from the trust fund was discussed. The Town council would need to respond with a
240 decision by December 1st, 2011 about using the trust fund. The trust was used for
241 the cemetery land. Following the board's response the cemetery can proceed with
242 the construction. By September 2014 is the agreement with the recreation
243 department terminates. The use of the land will need permitting for the whole
244 cemetery project.

245
246 Mr. Bergin and the board discussed the use of the trust fund and the need for other
247 funds if the trust fund cannot be used. It was confirmed that the total cost proposed
248 is only for phase one. Phase one will provide 500 plots at \$300 per lot. This could
249 change, depending on the state comparison. Profits will go into the trust fund. The
250 cost may be more than what is taken out of the trust fund, but as the money
251 accumulates from the purchase of lots and interest builds, the money can be used
252 without permission from the AG office and probate court. Costs may not be as high
253 as estimated.

254
255 **Jones Rd. @ Mack Hill Closure**

256
257 Mr. Berry presented the photos and discussed the cost of keeping the road open. It
258 would cost approximately \$470 to grind the road, \$800 to loam seed and clean, and
259 \$4700 to pave this pass through. This issue was brought to the voter's attention in
260 2006 and the town voted against the changes.

261
262 Mr. Lyon explained that there have been no recent accidents due to this intersection,
263 but there is a safety issue with the sight line and the near by driveways.

264
265 Mr. Bowler did receive an email from the residents about the proposal being
266 overturned by the voters.

267
268 Mr. Vars thanked the safety committee and apologized for the statement in the
269 Milford Cabinet. He advised that there would never be an intersection like this one
270 at a subdivision due to safety issues.

271
272 Mr. Rowe explained how using the cut through presents a hazard. He does not think
273 the cut through is essential. He also advised that growing grass in this area would
274 lower the cost for the town.

276 Ms. Clarke explained that very few drivers using this cut through do not look over
277 their shoulder and also accelerate in order to cut time.

278
279 **Mr. Brew moved to temporarily close the cut through and the permanent**
280 **closure would be put before the voters. Mr. Infanti seconded the motion, Vote:**
281 **Unanimous**

282
283 **Old Business**

284
285 **ORHV Ordinance**

286
287 Mr. Harvey and the board discussed the process of when to allow snowmobile use.
288 The fish and game had indicated that there was little damage done to the trails and
289 snowmobilers do not like to damage their vehicles. The ACC was approached by
290 two neighborhoods that advised them of the irrational snowmobile users and their
291 disregard to the underlying terrain. A possible idea of permitting snowmobiles
292 users to certain locations was discussed. These possible areas of use may be large
293 parcels of land and/or railroad beds. A question of possible hearing of ordinance if
294 needed to make changes was discussed. Most snowmobile users are respectful to
295 the land and the clubs help to maintain the trails. If the children users are the main
296 concern this most likely will not change. In regards, this is the parent responsibility
297 not the police departments. If the police are involved the main issue is how they are
298 to get to the snowmobile user due to the terrain being used. There is no problem
299 with letting the ACC determine the areas that should be used for this sport. There is
300 an indetermination as to who will enforce the rules pertaining to this issue. If this is
301 affecting neighborhoods, these residents have the ability to post their land, but
302 unfortunately the land that is being damaged is not private land, it is ACC land. It
303 was asked that the ACC provide a list of areas where snowmobile use is permitted or
304 not permitted.

305
306 **Mr. Grella moved to table this ordinance till further discussion by the ACC. Mr.**
307 **Brew seconded the motion. Vote: Unanimous**

308
309 **NH Sustainable Communities Regional Planning Grant**

310
311 **Mr. Infanti moved to support the NH Sustainable Communities Regional**
312 **Planning Grant and to authorize sending the letter and allowing the chair to**
313 **sign. Mr. Grella seconded the motion. Vote: Unanimous**

314
315 **Action Items**

316
317 **Approve**

318
319 **Litter Campaign**

320

321 The Board and Mr. Lyon discussed the recommendation to utilize the state number
322 as a fine. The town council was contacted and the state preempts the town in an
323 ordinance of \$297.60. The old ordinance needs to be removed.

324

325 **Mr. Grella moved to** place on the sign that the fine is in accordance to the State's
326 **RSA. Mr. Infanti seconded the motion. Vote: Unanimous, Mr. Galinson**
327 **abstained.**

328

329

Boat Registrations

330

331 Mr. Bowler discussed the town clerks ability to now do boat registration and that
332 the town had received notification from the state allowing this.

333

334 **Mr. Infanti moved to approve the letter authorizing the town clerk to register**
335 **boats. Mr. Brew seconded the motion. Vote: Unanimous**

336

337

New Business

338

339 Mr. Grella discussed the Amherst Citizen reporter who came to the Highway Garage
340 to take a picture of the people certified as Road Scholars.

341

342 Mr. Infanti discussed that the members of the heritage commission came to the
343 house to show them the carvings in stone from 1842. A researcher found the names
344 of the people in old registries. The carvings are legitimate from 170 years ago.

345

346 Mr. Bowler thanked the department heads.

347

348

Non-Public Meeting

349

350 **Mr. Infanti moved to go into Non-Public Session under RSA 91-A:3 II (e) at**
351 **9:59pm. Mr. Grella seconded the motion. Role Call Vote: Mr. Bowler – yes; Mr.**
352 **Brew – yes; Mr. Infanti – yes; Mr. Grella – yes; Mr. Galinson – yes.**

353

354 ***The Board entered non-public session with Jim O'Mara pursuant to NH RSA 91-***
355 ***A:3 II (e)***

356

357 The Board discussed a pending legal matter.

358

359 ***A motion made by Mr. Infanti, second by Mr. Galinson to re-enter public session.***
360 ***Roll call vote: Mr. Bowler – yes; Mr. Brew – yes; Mr. Infanti – yes; Mr. Grella – yes;***
361 ***Mr. Galinson – yes.***

362

363 Chairman Bowler indicated that no motions were made and no votes were taken
364 while in non-public session.

365

366 ***Mr. Grella moved to adjourn the meeting at 10:15 p.m., second by Mr. Brew.***
367 ***Vote: Motion passed 5-0. Meeting adjourned at 10:15 pm.***
368
369
370