



Town of Amherst, NH
BOARD OF SELECTMEN AGENDA
Barbara Landry Meeting Room, 2 Main Street
MONDAY, AUGUST 24, 2026 6:30 PM

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Public Hearing**
 - 3.1. Public Hearing: No Through Trucking — Christian Hill Road
- 4. Citizens' Forum**
- 5. Board Discussion**
 - 5.1. Public Hearing - Town Road Acceptance Policy
 - 5.2. Public Hearing - Building Access Control Policy and Procedures
 - 5.3. Proposed FY28 Budget Preparation Schedule, Amended
- 6. Scheduled Appointments**
- 7. Administration**
 - 7.1. Town Administrator Updates
- 8. Staff Reports**
 - 8.1. Fire and EMS Department - Approval to purchase a new ambulance
 - 8.2. Fire and EMS Department - Knox Box Project Approval
 - 8.3. Fire and EMS Department - Appointment of Steven Dube as Deputy Forest Fire Warden
 - 8.4. Fire and EMS - Acceptance of Donation
 - 8.5. Public Works Department — Fleet Mechanic Job Description & Wage Approval
 - 8.6. Public Works Department — Mack Hill Culvert Installations
 - 8.7. Public Works Department — Large Common Tree Removal

- 8.8. Public Works Department — Town Hall Security Improvements
- 8.9. Public Works Department - Request for Surplus Designation of Vehicles

9. Consent Agenda

- 9.1. Assessing Department — Elderly/Disabled Exemption Annual Update
- 9.2. Certification of Yield Tax Billing
- 9.3. Finance Manifests
- 9.3. NH DMV One Check Remittances July 2026
- 9.4. Baboosic Lake Septic Warrants Q3

10. Other Approvals

- 10.1. Assessing Abatement Approval
- 10.2. Town Treasurer — Resignation and New Appointment of Treasurer

11. New Action Items

12. Old/New Business

Adjournment

Next Meeting: September 7, 2026

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You are invited to a Zoom webinar: BOS Meeting, Aug 24, 2026 06:30 PM EST

Join via audio: +1 301 715 8592 US (Washington DC)

Webinar ID: 851 3910 3390



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Hearing: No Through Trucking **Department:** Administration
— Christian Hill Road

Meeting Date: August 24, 2026

Staff Contact: Lincoln Daley, Anthony
Ciampoli, Eric Slosek

BACKGROUND INFORMATION:

The purpose of this agenda item is to conduct a final public hearing, pursuant to the authority granted to the Board of Selectmen under RSA 41:11 and RSA 47:17, to receive public input regarding the proposed addition of Christian Hill Road to the Town of Amherst's No Through Trucking Ordinance. This represents the second of two required public hearings.

This proposal builds upon prior discussions held by the Board of Selectmen during the consideration of adding Lyndeborough Road to the ordinance. During those public hearings, residents raised concerns that restricting truck traffic on Lyndeborough Road could divert commercial truck traffic onto Christian Hill Road. The Board, Police Chief, Public Works Director, and members of the Traffic Safety Advisory Committee acknowledged these concerns and discussed the potential need to evaluate Christian Hill Road as part of the Town's broader truck routing strategy.

The intent of this public hearing is to provide residents, property owners, and other interested parties an opportunity to comment on the proposed amendment before the Board considers whether the addition of Christian Hill Road is appropriate to promote public safety, preserve the roadway infrastructure, and maintain a safe and efficient local transportation network while continuing to allow deliveries and local commercial access as provided by the ordinance. Barring the need for additional information or further deliberation, the Board should be in a position to vote on whether to adopt the proposed amendment to the Town's No Through Trucking Ordinance to include Christian Hill Road.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

Approval by the Board of Selectmen would add Christian Hill Road to the Town of Amherst's No Through Trucking Ordinance.

DEPARTMENT HEAD RECOMMENDATION:

Approve the amendment to the Town's No Through Trucking Ordinance to include Christian Hill Road.

SUGGESTED MOTION:

I make a motion to approve the amendment to the Town's No Through Trucking Ordinance to include Christian Hill Road and authorize Town staff to prepare the final amended ordinance for execution by the Board at its next regularly scheduled meeting.

TOWN ADMINISTRATOR RECOMMENDATION:

At the conclusion of the public hearing, and barring the need for additional information or further deliberation, the Board should be in a position to vote on whether to adopt the proposed amendment to the Town's No Through Trucking Ordinance to include Christian Hill Road.

Should the Board vote to adopt the proposed amendment, I recommend that the Board authorize Town staff to prepare the final amended No Through Trucking Ordinance incorporating Christian Hill Road for execution by the Board at its next regularly scheduled meeting.

ATTACHMENTS:

1. Notice of Public Hearing, No Through Trucking, for 07.13.2026 and 07.27.2026
2. Christian_Hill_Road_DPW_Evaluation_with_Photos_NO Thru Trucking 7-9-2026

TOWN OF AMHERST, NH
Board of Selectmen

NOTICE OF PUBLIC HEARING

**The Barbara Landry Meeting Room- 2 Main Street
Monday July 13, 2026, and July 27, 2026, at 6:30 PM**

Pursuant to the authority granted to the Board of Selectmen of the Town of Amherst by virtue of NH RSA's 41:11 and 47:17, the Board of Selectmen will hear input from citizens regarding the addition of Christian Hill Road to the "No Through Trucking Ordinance of the Town of Amherst" at their regular meeting.

All citizens are invited to attend.

DEPARTMENT OF PUBLIC WORKS

22 Dodge Road, Amherst, NH 03031
Tel. (603) 673-2317



Eric M. Slosek
Director

Memorandum

To: Board of Selectmen

From: Eric Slosek, Director of Public Works

CC: Anthony Ciampoli, Chief of Police

Date: July 9, 2026

Subject: DPW Evaluation of Christian Hill Road for Heavy Truck Traffic

As requested, I have reviewed Christian Hill Road to evaluate its suitability for heavy commercial vehicle traffic in connection with the proposed "No Thru Trucking" ordinance that would prohibit through trucks exceeding 37.5 tons gross vehicle weight.

Based on my field review and professional opinion, I believe Christian Hill Road is not well suited to accommodate regular through traffic by vehicles of this size.

While the roadway pavement structure and underlying base materials may be capable of supporting limited heavy truck traffic, such as deliveries to properties located on Christian Hill Road, I do not believe the structural capacity of the roadway is the primary concern. Rather, the principal concern is the roadway's geometric design, specifically its horizontal curves and vertical alignment, which reduce available sight distance at several locations along the corridor.

Christian Hill Road was developed as a rural local roadway with numerous curves, changes in grade, and constrained roadside conditions. These geometric characteristics reduce a driver's ability to observe oncoming traffic, particularly when operating large combination vehicles that require longer stopping distances, wider turning radii, and additional roadway width to safely negotiate curves.

Locations of Concern

1. **55 Christian Hill Road:** This location contains a pronounced horizontal curve that substantially limits available sight distance for approaching motorists. The restricted visibility around the curve reduces the time available for drivers of large commercial vehicles and opposing traffic to recognize and react to one another. The longer stopping distances and larger turning radii associated with heavy trucks further increase the potential for conflicts at this location.



Figure 1. Horizontal curve limiting sight distance at 55 Christian Hill Road.

2. **82 Christian Hill Road:** This section of roadway also features a significant horizontal curve that restricts sight distance. The limited visibility around the bend reduces opportunities for drivers to anticipate oncoming traffic, particularly where larger vehicles may require additional roadway width to safely negotiate the curve.



Figure 2. Horizontal curve limiting sight distance at 82 Christian Hill Road.

3. **Christian Hill Road at Green Road:** This location is characterized by a vertical crest (hump) in the roadway that significantly limits stopping sight distance. Motorists approaching the crest are unable to see opposing traffic until they are near the top of

the hill. This reduced visibility presents additional challenges for heavy vehicles, which require greater distances to stop safely.



Figure 3. Vertical crest (hump) limiting stopping sight distance at Christian Hill Road and Green Road.

4. **Christian Hill Road at Eaton Road:** The intersection is located within a horizontal curve, resulting in limited sight distance for vehicles entering and traveling through the intersection. The combination of restricted visibility and turning movements increases the complexity of safely accommodating large commercial vehicles.



Figure 4. Horizontal curve limiting sight distance at the Christian Hill Road and Eaton Road intersection.

Conclusion

Although experienced commercial drivers may successfully navigate these roadway features, the frequency and severity of potential conflicts increase as vehicle size and weight increase. Heavy trucks require more distance to stop, more roadway width to maneuver through curves, and often encroach into opposing travel lanes when negotiating tight horizontal alignments. These operational characteristics make the existing roadway geometry less compatible with regular through movements by vehicles exceeding 37.5 tons.

Accordingly, from the Department of Public Works' perspective, I believe the proposed restriction on through trucks over 37.5 tons is justified based primarily on the roadway's geometric design and operational safety characteristics, rather than concerns regarding pavement structural capacity. The ordinance would still allow heavy vehicles with legitimate destinations on Christian Hill Road to access properties while discouraging the use of the roadway as a through route for oversized commercial traffic.

Please let me know if any additional information or analysis would be helpful as the Board considers this proposed ordinance.



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Hearing - Town Road
Acceptance Policy

Department: Administration

Meeting Date: August 24, 2026

Staff Contact: Lincoln Daley

BACKGROUND INFORMATION:

The purpose of this agenda item is to conduct a public hearing on the proposed Board of Selectmen Town Road Acceptance Policy and receive public input prior to the Board's consideration of the policy. The proposed policy is intended to establish a consistent, transparent, and comprehensive process for evaluating and accepting subdivision, private, and development roads into the Town's public roadway system. The policy is designed to ensure that roads proposed for acceptance have been properly constructed, meet applicable engineering and regulatory standards, and are suitable for long-term public ownership and maintenance.

To accomplish this, the policy establishes requirements for the application, inspection, certification, and review of proposed roads. It identifies the respective responsibilities of applicants, Town departments, consultants, and the Board of Selectmen, and provides for appropriate technical, administrative, and legal review. The policy also addresses maintenance guarantees and establishes a formal public hearing process as part of the road acceptance procedure. The policy further preserves the Board of Selectmen's discretion to approve, conditionally approve, continue, or deny a road acceptance request based on the public interest, compliance with applicable standards, and the Board's statutory authority.

The public hearing will provide residents and other interested parties with an opportunity to review the proposed policy and provide comments. Public input received during the hearing will be considered by the Board as it determines whether to adopt the policy.

BUDGET IMPACT:

(Include general ledger account numbers)

None

POLICY IMPLICATIONS:

If adopted, the proposed Town Road Acceptance Policy will establish a new, consistent, and transparent process for evaluating and accepting subdivision, private, and development roads into the Town's public roadway system. The policy will define the technical, legal, administrative, and procedural requirements for road acceptance

and help ensure that roads accepted by the Town are constructed to applicable standards and are suitable for long-term public ownership and maintenance.

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I make a motion to approve the Town Road Acceptance Policy as proposed and authorize the Town Administrator to take the necessary steps to finalize and implement the policy.

TOWN ADMINISTRATOR RECOMMENDATION:

The proposed Road Acceptance Policy incorporates the Board of Selectmen's and public's input and recommendations provided during previous meetings. The Board is encouraged to review the proposed language and identify any additional questions, concerns, or information it would like staff to address.

Barring any additional questions, concerns, or requested revisions, it is recommended that the Board approve the policy language as proposed.

ATTACHMENTS:

1. Town_of_Amherst_Road_Acceptance_Procedure - Final Draft (08.20.26)

Town of Amherst, New Hampshire

Road Acceptance Policy

1. Purpose

The purpose of this Policy is to establish a consistent and transparent process for the acceptance of public roads by the Town of Amherst. The Policy identifies the legal, engineering, administrative, and procedural requirements necessary to ensure that roads accepted into the Town's highway system are constructed in accordance with Town standards and are suitable for long-term public ownership and maintenance.

2. Applicability:

- a. This policy and procedure applies to all subdivision roads, private roads, and development roads proposed for acceptance by the Town of Amherst, including associated roadway rights-of-way, drainage, easements, utilities, and related infrastructure intended for public ownership or maintenance.
- b. A roadway may be accepted by the Town only through one of the following methods:
 1. Dedication as a public right-of-way through a formal Planning Board subdivision process pursuant to the Town of Amherst Subdivision Regulations, and with a majority vote of acceptance by the Selectboard pursuant to the authority granted by vote of the (*Insert Town Vote date*).
 2. The layout of an existing Class VI or private road by the Selectboard in a manner prescribed under RSA 231.
 3. By an affirmative Town Meeting vote by the legislative body pursuant to RSA 674:40 to accept a road, or portion of a road, as a public way.
- c. The Selectboard will only consider applications for road acceptance between April 1st and November 1st.
- d. Nothing herein shall be construed to limit any statutory authority of the Town Meeting or Selectboard under RSA 231, RSA 674, or other applicable New Hampshire law.

3. Pre-Application Coordination

Applicants shall meet with the Community Development Office, Department of Public Works, Town Engineer, Fire Department, and other appropriate Town staff before formally requesting road acceptance. During this coordination process, Town staff may review the status of roadway construction, discuss required inspections and legal documents, and outline any maintenance bond or financial guarantee requirements that may apply prior to acceptance.

4. Completion of Roadway Construction:

- a. Before a roadway may be considered for acceptance by the Town, all roadway construction and associated infrastructure improvements shall be fully completed and constructed in accordance with:
 - i. Approved Subdivision and Site plans and related conditions of approval;
 - ii. The Town of Amherst Land Use Regulations and Zoning Ordinance;
 - iii. The Town of Amherst Road Construction Specifications;

- iv. The New Hampshire Department of Transportation Standard Specifications for Road and Bridge Construction, latest edition;
 - v. A Policy on Geometric Design of Streets and Highways (AASHTO), latest edition, where applicable;
 - vi. Other applicable federal, state, and local laws, regulations, permits, and accepted engineering standards in effect at the time of construction.
- b. Required improvements may include pavement, shoulders, drainage and stormwater systems, utilities, signage, sidewalks, guardrails, and fire protection infrastructure where applicable.

5. Initial Inspection:

- a. Once roadway construction is substantially complete, the applicant shall request an initial inspection by the Town Engineer, Department of Public Works, and other appropriate Town representatives through the Community Development Office.
- b. Following the inspection, Town staff may issue a punch list identifying incomplete work, deficiencies, repairs, or corrective measures that must be completed prior to roadway acceptance consideration.
- c. The applicant shall be responsible for completing all punch list items in a timely manner.
- d. Once punch list items have been completed, the owner or authorized agent shall arrange a follow-up inspection with representatives from the Department of Public Works, Town Engineer, and any other applicable department. If the punch list items have been satisfactorily addressed, the applicant shall submit a roadway layout plan for review.

6. Application Requirements

An applicant seeking Town acceptance of a roadway shall submit a completed Road Acceptance Application to the Community Development Office, together with all required plans, reports, certifications, legal documents, and supporting materials required by this Policy.

a. Application Completeness:

The Community Development Director shall determine whether the application is complete before initiating departmental review. An application shall not be accepted for review until:

- 1. All required Planning Board, Zoning Board of Adjustment, or other Land Use Board approvals have been obtained;
- 2. All applicable conditions of approval, compliance hearing requirements, recording requirements, and other outstanding development obligations have been satisfied;
- 3. All required application materials identified in this Policy have been submitted.

If the application is determined to be incomplete, the Community Development Office shall notify the applicant in writing of the additional information or documentation required before the application may proceed.

Upon determining that the application is complete, the Community Development Office shall distribute the application to the appropriate Town departments, consultants, and reviewing authorities for technical and legal review in accordance with Section 7.

b. Required Submission Materials:

Prior to roadway acceptance, the applicant shall provide the following:

1. A deed conveying the roadway right-of-way to the Town, subject to review and approval by Town Counsel.
2. All required easements and supporting legal documents, including drainage, utility, maintenance, and other easements necessary for public ownership and maintenance.
3. Certification that the roadway and all associated infrastructure improvements have been completed in accordance with the approved plans, Town Road Construction Specifications, and applicable permits.
4. A complete set of certified As-Built plans prepared and stamped by a licensed professional engineer or land surveyor, including roadway layout plans, stormwater infrastructure, utilities, signage, easements, bridge information (where applicable), field modifications, and other information required by the Town.
5. Electronic copies of all final plans and GIS-compatible mapping data in formats acceptable to the Town.
6. Certification from a New Hampshire licensed land surveyor verifying that all roadway right-of-way and property monuments have been set in accordance with the approved plans.
7. Certification from an attorney or qualified title company confirming that the roadway and all property interests proposed for conveyance are free of liens, encumbrances, or title defects.
8. A maintenance bond, letter of credit, or other financial security meeting the requirements of Section 9.
9. Payment of all outstanding engineering, inspection, legal, recording, permit, and other project-related fees.

c. Required Inspections and Certifications:

Before the application may be forwarded to the Selectboard, the following shall be completed:

1. A final site inspection conducted without snow cover by representatives of the Community Development Office, Department of Public Works, Town Engineer, Fire and EMS Department, and other appropriate Town representatives.
2. Written confirmation from the Community Development Director that all development approvals and conditions have been satisfied.
3. Written recommendations from the Town Engineer, Public Works Director, Fire and EMS Department, and other reviewing authorities confirming that the roadway and associated infrastructure comply with applicable Town standards and are suitable for public acceptance.

7. Technical Review:**a. Technical and Legal Review**

Upon acceptance of a complete application pursuant to Section 6, the Community Development Office shall distribute the application to the appropriate Town departments, consultants, and reviewing authorities for concurrent technical and legal review.

Unless otherwise extended by mutual agreement of the Town and the applicant, the Town shall have up to sixty (60) calendar days to complete its review.

b. Department Responsibilities:

The reviewing departments and consultants shall evaluate the application within their respective areas of responsibility, including, but not limited to, the following:

1. **Town Engineer** – Verify that the roadway and associated infrastructure have been constructed in accordance with the approved plans, Town Road Construction Specifications, applicable engineering standards, and accepted construction practices. Review drainage systems, stormwater management facilities, bridges, and other public improvements as applicable.
2. **Department of Public Works** – Review the roadway for long-term maintenance, operational suitability, drainage performance, pavement condition, signage, and overall compliance with Town standards.
3. **Fire and EMS Department** – Review roadway geometry, emergency vehicle access, turnaround areas, fire protection infrastructure, and other public safety considerations, where applicable.
4. **Town Counsel** – Review all deeds, easements, title certifications, maintenance agreements, homeowners' association documents, and other legal instruments necessary for roadway acceptance.
5. **Community Development Office** – Verify compliance with all applicable land use approvals, conditions of approval, compliance hearings, recording requirements, and other development obligations.

c. Review Findings

Upon completion of the review, the Community Development Office shall compile all departmental comments and provide the applicant with a written summary of any deficiencies, incomplete items, or non-compliance issues identified during the review.

The applicant shall correct all identified deficiencies and submit any revised plans, certifications, or supporting documentation required by the Town.

d. Final Determination

Following receipt of the applicant's response, the Community Development Director shall determine whether all review comments have been satisfactorily addressed. Revised materials may be redistributed to the appropriate reviewing departments when additional review is necessary.

Once the Community Development Director determines that all technical, engineering, legal, and administrative requirements of this Policy have been satisfied, the application may be forwarded to the Selectboard for consideration in accordance with Section 10.

8. Final Inspection:

- a. Upon completion of the departmental review required under Section 7, the Town Engineer, Public Works Director or designee, Community Development Director, Fire and EMS Department, and other appropriate Town representatives may conduct a final site inspection of the roadway and all associated public improvements.

- b. Prior to the final inspection, the applicant shall ensure that the roadway is swept clean of sand, gravel, and debris, roadway shoulders are properly restored and graded, and all previously identified deficiencies have been corrected. Any damaged, incomplete, or deficient work identified during the final inspection shall be repaired or corrected by the applicant prior to roadway acceptance.
- c. The purpose of the final inspection is to verify that the roadway and all associated improvements have been completed in accordance with the approved plans and Town standards, are safe and fully functional, and are suitable for long-term public ownership and maintenance.
- d. Prior to roadway acceptance, the roadway shall be in a safe and functional condition, and all roadway rights-of-way, drainage easements, and property monumentation shall be set and certified by a licensed New Hampshire land surveyor.

9. Maintenance Guarantee:

- a. As a condition of roadway acceptance, the applicant shall provide a maintenance guarantee in the form of a maintenance bond, irrevocable letter of credit, or other financial security acceptable to the Town. The maintenance guarantee shall be approved by the Selectboard prior to roadway acceptance.
- b. The purpose of the maintenance guarantee is to protect the Town against defects in workmanship, pavement settlement, drainage failures, utility deficiencies, or other construction-related defects that may become evident following roadway acceptance.
- c. Unless otherwise approved by the Selectboard, the maintenance guarantee shall be in an amount equal to ten percent (10%) of the accepted construction cost of the public improvements, as determined by the Town Engineer, and shall remain in effect for a period of two (2) years following roadway acceptance.
- d. During the warranty period, the applicant shall promptly correct any deficiencies identified by the Town that are attributable to defective materials, workmanship, or construction. Failure to complete the required corrective work may result in the Town drawing upon the maintenance guarantee to complete the necessary repairs.
- e. The maintenance guarantee shall be released upon expiration of the warranty period, provided the Town Engineer and Public Works Director determine that all required corrective work has been satisfactorily completed and the roadway remains in compliance with Town standards.

10. Select Board Public Hearing and Action:

- a. Upon completion of all requirements set forth in this Policy, the Community Development Director shall forward the Road Acceptance Application, together with the recommendations of the reviewing departments and Town consultants, to the Selectboard for consideration.
- b. The Selectboard shall schedule a duly noticed public hearing in accordance with applicable New Hampshire law. The purpose of the hearing is to:
 - 1. Review the Road Acceptance Application and supporting documentation;
 - 2. Receive recommendations from Town staff and consultants;
 - 3. Receive public comment; and

4. Determine whether acceptance of the roadway is in the best interest of the Town.
- c. The applicant shall be responsible for all costs associated with the roadway acceptance process, including engineering review, legal review, recording fees, public hearing notices, and other administrative expenses incurred by the Town.
- d. Following the public hearing, the Selectboard may:
 1. Approve the roadway for acceptance;
 2. Approve the roadway subject to specified conditions;
 3. Continue the public hearing pending receipt of additional information or completion of corrective work; or
 4. Deny the Road Acceptance Application.
- e. Approval of a roadway for acceptance shall constitute authorization for the execution and recording of all documents necessary to complete the roadway acceptance process in accordance with Section 12.

11. Reasons for Denial:

- a. The Selectboard may deny a Road Acceptance Application if it determines that acceptance of the roadway is not in the best interest of the Town or if the applicant has failed to satisfy the requirements of this Policy. Reasons for denial may include, but are not limited to:
 1. Incomplete or deficient roadway construction;
 2. Failure to comply with approved plans, permits, Town regulations, or Road Construction Specifications;
 3. Deficient pavement, drainage, stormwater management facilities, utilities, signage, or other public infrastructure;
 4. Safety concerns affecting the traveling public or emergency response;
 5. Unresolved engineering, legal, title, or easement issues;
 6. Failure to provide required deeds, certifications, maintenance guarantees, or other required documentation;
 7. Outstanding fees, costs, or financial obligations owed to the Town; or
 8. Any other condition or circumstance that, in the judgment of the Selectboard, would make acceptance contrary to the public interest.
- b. Satisfaction of the technical, engineering, legal, and procedural requirements of this Policy shall not obligate the Selectboard to accept a roadway. The decision to accept or deny a roadway remains within the sole discretion of the Selectboard, consistent with applicable New Hampshire law.

12. Recording and Final Acceptance:

- a. Upon approval by the Selectboard, all required deeds and easements shall be recorded at the Hillsborough County Registry of Deeds.

- b. Following recording, the roadway shall become part of the Town's public highway system and shall thereafter be maintained by the Town in accordance with applicable municipal policies and state law.
- c. Acceptance of a roadway shall not constitute acceptance of open space parcels, stormwater management facilities, utilities, or other improvements unless specifically identified in the acceptance documents.
- d. Copies of final acceptance documents and As-Built plans may be distributed to appropriate Town departments for recordkeeping and future maintenance purposes.

13. Effective Date

This procedure shall become effective upon adoption by the Town of Amherst Selectboard.



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Hearing - Building Access
Control Policy and Procedures

Department: Administration

Meeting Date: August 24, 2026

Staff Contact: Lincoln Daley

BACKGROUND INFORMATION:

The purpose of this agenda item is to conduct a public hearing on the proposed Board of Selectmen Building Access Control Policy and Procedures and receive public input prior to the Board's adoption of the policy. The proposed policy establishes uniform standards for the issuance, management, accountability, and recovery of physical keys, electronic access devices, and other building access credentials for all Town facilities. The policy is intended to enhance the security of Town employees, facilities, and municipal assets while ensuring that access is granted only to individuals whose duties require it.

The proposed policy assigns administrative responsibility to the Town Administrator and the Department of Public Works for the management of the Town's locking systems and access control program. It establishes procedures for requesting and approving access, limits access to the minimum necessary for an individual's responsibilities, requires the tracking and annual inventory of issued keys and electronic credentials, and provides for the prompt recovery and deactivation of access upon an employee's transfer, extended leave, or separation from service. The policy also prohibits the unauthorized duplication or transfer of keys and access devices and provides for enforcement through the Town's personnel policies.

The public hearing will provide residents and other interested parties with an opportunity to review the proposed policy and provide comments. Public input received during the hearing will be considered by the Board as it determines whether to adopt the policy.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

If adopted, the proposed Building Access Control Policy and Procedures will establish a new Town policy governing the issuance, management, tracking, and recovery of keys, electronic access devices, and other building access credentials. The policy is intended to improve the security and accountability of access to Town facilities while ensuring that access is limited to individuals whose duties require it.

DEPARTMENT HEAD RECOMMENDATION:**SUGGESTED MOTION:**

I make a motion to approve the Building Access Control Policy and Procedures as presented and authorize the Town Administrator to take the necessary steps to finalize and implement the policy.

TOWN ADMINISTRATOR RECOMMENDATION:

The proposed Building Access Control Policy and Procedures incorporates the Board of Selectmen's input and recommendations provided during previous meetings. The Board is encouraged to review the proposed language and identify any additional questions, concerns, or information it would like staff to address.

Barring any additional questions, concerns, or requested revisions, it is recommended that the Board approve the policy language as proposed.

ATTACHMENTS:

1. TOA Town Building Access Policy 2026.07.08

Amherst Board of Selectmen



Building Access Control Policy and Procedures

SECTION I. PURPOSE

This policy establishes standards for authorized entry to Town of Amherst facilities and defines the proper use, management, and control of physical keys, electronic access devices, or other electronic building access methods. Effective control of locking systems is essential to the security of Town employees, facilities, and property. Keys and other electronic building access methods shall be issued only to employees and board, commission, or committee members whose responsibilities require access to particular areas. All keys and electronic access devices issued under this policy remain the property of the Town of Amherst.

SECTION II. SCOPE

This policy applies to all Town facilities and all Town employees, elected officials, commission/committee members, interns, and contractors granted physical access to Town property. Keys to personal storage (desks, cabinets, lockers, drawers) are managed by each Department and are not covered by this policy.

SECTION III. DEFINITIONS

- A. Locking System:** All mechanical and electronic locking devices at Town facilities, including exterior and interior door locks, padlocks, combination devices, and electronic/programmable access systems.
- B. Keys and Electronic Access Devices:** Any physical or electronic credential that permits entry to Town facilities or spaces. (Includes cards, fobs, and access codes)

SECTION IV. ADMINISTRATION

- A.** The Town Administrator and the Public Works Department are responsible for establishing, managing, and enforcing policies pertaining to building access and physical security, including distribution, maintenance, repair, inventory, and control of the Town's locking systems.
- B.** Only Public Works Department Facilities staff ("Facilities") may install, alter, or remove locks or access control equipment on Town property as assigned by the Public Works Director.

SECTION V. CONTROL OF LOCKING DEVICES

- A.** Facilities shall issue, track, and maintain all physical keys and electronic access devices.
- B.** Individual door keys shall be issued whenever possible rather than sub-master or master keys.
- C.** All keys and electronic access devices remain Town property and may be withdrawn at any time.
- D.** Every employee is responsible for maintaining the security of Town facilities and property.
- E.** Duplication of keys, electronic devices, or locking systems by anyone other than Facilities is prohibited.

- F. Unauthorized use or violation of this policy may result in disciplinary action, up to and including termination.

SECTION VI. PROCEDURES

A. Key and Electronic Access Device Requests

1. Only Department Heads or designated officials shall request key and electronic access device changes for their departments, elected officials, and volunteers.
2. Access shall be limited to the minimum necessary to perform assigned duties; requests made for convenience or status shall be denied.
3. A Key and Electronic Access Device Request Form must be completed and submitted to Facilities for each request.
4. The Town Administrator and Department Heads approve access levels. Facilities administer access and enforce security standards and protocols. Facilities verify requestor authorization and programs and issues keys and access devices, modifying requests as needed to comply with security protocols.
5. Employees must sign for issued key and electronic access device. Original signed forms are retained by Facilities; departments keep copies.
6. No individual shall be issued multiple keys/electronic access devices to the same area.
7. Denied requests may be appealed to the Town Administrator.
8. Contractors may be issued temporary keys/cards under special circumstances. Background checks, if required, shall be conducted by the Department Head or Human Resources prior to issuance. Department Heads or Facilities are solely responsible for issuance and retrieval and shall notify the Town Administrator when access is granted or terminated.

B. Keys and Electronic Access Devices: Responsibilities

1. Employees shall not loan or transfer Town keys and electronic access devices or codes to any other individual.
2. Employees shall not duplicate or cause duplication of Town keys and electronic access devices or codes.
3. Keys and electronic access devices must be safeguarded at all times and shall not be left unattended.

C. Replacements

1. Lost, stolen, misplaced, or damaged keys and electronic access devices or codes must be reported immediately to the Department Head, who shall notify Facilities. A new Key and Electronic Access Devices Request Form must be submitted indicating the nature of the replacement.
2. Damaged keys or cards/fobs must be presented at the time of replacement.

D. Recovery of Keys and Electronic Access Devices:

1. All keys and electronic access devices must be surrendered to the Department Head upon transfer, extended leave, or separation from employment.
2. Department Heads shall collect the surrendered keys and electronic access devices and turn them over to Facilities for proper deactivation, storage, or reassignment.
3. Department Heads must maintain a key and electronic access device inventory to assist retrieval.
4. In urgent situations, the Department Head should contact Facilities immediately.
5. If first-line recovery is not possible, the Department Head should notify Human Resources to assist during the exit process.
6. Human Resources shall notify the Town Administrator and Facilities of transfers, extended leave, or separations.
7. Upon notification, Facilities shall immediately deactivate electronic access devices and complete the recovery process for physical keys.

SECTION VII. INVENTORY AND AUDIT

- A. Facilities shall conduct an annual inventory of all issued keys and electronic access devices. Each March, Department Heads shall receive a list of employees and assigned credentials to verify accuracy and continued need. Department Heads shall report any changes or discrepancies to Facilities for inventory adjustments.
- B. Facilities shall maintain the official inventory, and the Town Administrator's Office shall retain an oversight copy.

SECTION VIII. ENFORCEMENT

Unauthorized use, duplication, or failure to safeguard Town keys or access cards/fobs may result in disciplinary action, up to and including termination.

SECTION IX. AUTHORITY

This policy is issued under the authority of the Board of Selectmen and administered by the Town Administrator and the Public Works Department.

SECTION X. REVIEW AND AMENDMENT

The Town Administrator and the Public Works Department shall review this policy periodically and recommend amendments to the Board of Selectmen as needed.

SECTION XI. EFFECTIVE DATE

This policy becomes effective on the date of adoption by the Board of Selectmen.



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Proposed FY28 Budget Preparation Schedule, Amended **Department:** Administration

Meeting Date: August 24, 2026

Staff Contact: Lincoln Daley, Jacob Fitzgerald

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

This agenda item follows up on the Board of Selectmen's August 10th discussion regarding the development of the FY2028 Operating Budget. At that meeting, the Board considered and approved several recommendations intended to establish a consistent framework for the FY2028 budget development process, including a preliminary budget growth target, a standardized Cost of Living Adjustment (COLA) methodology, and a proposed budget development timeline.

1. Preliminary Budget Growth Target

The Board approved Staff's recommendation to establish a preliminary FY2028 operating budget growth target of 3.5% to 4.0% to guide departmental budget development. The Board recognized that the final recommended budget may require adjustment as updated financial information becomes available throughout the budget process.

2. Cost of Living Adjustment (COLA) Methodology

The Board approved Staff's recommendation to establish a consistent and standardized methodology for determining annual employee COLAs. Under the approved methodology, the annual COLA will be calculated using the average of three recognized economic indicators: the CPI-U Northeast Region, CPI-U Boston-Cambridge-Newton, and Social Security COLA, based on a September-to-September reporting period.

This methodology is intended to provide the Town with a consistent, transparent, and predictable framework for developing annual salary recommendations while ensuring that the applicable COLA can be incorporated into the annual operating budget process in a timely manner.

As part of its review, the Board also requested information regarding COLAs provided by other New Hampshire municipalities. The Town of New London's 2026 COLA analysis provides a useful municipal benchmark. Based on responses from 22 New Hampshire communities, the study identified an average COLA of approximately 3%,

with a substantial number of responding municipalities at or near that level.

3. FY2028 Budget Development Timeline

Staff has revised the FY2028 Budget Development Timeline to outline the major milestones for departmental budget submissions, internal review, capital budget development, Board budget work sessions, public presentations, and final budget adoption. The revised timeline is provided for the Board's review and consideration for adoption.

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I make a motion to approve the FY28 Budget Calendar as presented.

TOWN ADMINISTRATOR RECOMMENDATION:

Town Administration recommends that the Board approve the amended budget calendar incorporating the Board's recommendations.

ATTACHMENTS:

1. FY28 Budget Preparation Timeline, draft V2

TOWN OF AMHERST
FY28 BUDGET PREPARATION TIMELINE
PROPOSED

Monday, July 27, 2026	Dicussion: COLA and Budget Increase Targets	BOS, Administration and Finance
August	Individual Department Budgets and Initiaves Developed	Department Heads
September	Preliminary Budget Meetings	Town Administrator, Finance Director, Individual Department Heads
Tuesday, October 13, 2026	Budget and Strategic Plan Presentations	BOS, Ways & Means, APD, DPW, Fire and EMS
Wednesday, October 14, 2026	Budget and Strategic Plan Presentations	BOS, Ways & Means, ACC, Adminstration/Finance, Library, Recreation, Comm Dev
Monday, November 9, 2026	Draft Budget #1 and Warrant Articles	BOS, Ways & Means, Department Heads
Monday, November 30, 2026	Draft #2 and Warrant Articles	BOS, Ways & Means, Department Heads
Monday, December 7, 2026	Vote on Draft #3 FY28 Budget and Move Warrant Articles to Warrant (OR Draft #4)	BOS, Ways & Means, Department Heads
Monday, December 21, 2026	Final Vote on FY28 Budget, Move Articles to the Warrant (if needed)	BOS, Ways & Means, Department Heads
Monday, January 11, 2027	Public Budget Hearing	Select slides from presentation are used
Wednesday, February 4, 2026	Deliberative Session Souhegan HS 412 Boston Post Road	BOS, Ways & Means, Department Heads, All Amherst Residents
Tuesday, March 10, 2026	Local Election Souhegan HS 412 Boston Post Road	All Amherst Residents



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Town Administrator Updates
Meeting Date: August 24, 2026

Department: Administration
Staff Contact: Lincoln Daley

BACKGROUND INFORMATION:

1. American Tower Corporation Communications Tower – Stakeholder Input Session

The Town, in coordination with American Tower Corporation, anticipates hosting a stakeholder input session in late September regarding the proposed communications tower project at the Police and Fire Department campus. The session will provide residents, abutters, and other interested stakeholders with an overview of the anticipated project, including the proposed scope and preliminary design considerations.

The session will also provide an opportunity for attendees to ask questions and provide comments and input regarding the project. Feedback received during the session will be considered as the project design is further developed and prior to advancing through the applicable permitting and review processes.

2. PFAS Settlement – Question and Answer Information

The Town has developed a PFAS Settlement Question and Answer information page on the Town website to provide residents with clear and accurate information regarding the recent legal settlement involving the historic use of aqueous film-forming foam (AFFF) by the Amherst Fire Department and PFAS detected in properties near the Amherst Fire Station.

The page provides information regarding the background of the litigation, terms and funding of the \$1.7 million settlement, the Town's continuing financial obligations, individuals covered by the agreement, and access to official settlement documents. The resource is intended to provide residents and taxpayers with a centralized source of information and address common questions regarding the settlement and its impact on the Town. For more information and access to the Question and Answer information page, please click here www.amherstnh.gov/pfas-nh-and-amherst.

3. Amherst Historical Society Dinner on the Green – 9/11/26

The Amherst Historical Society will host its annual Dinner on the Green on Friday, September 11, 2026, from 5:30 to 8:00 p.m. on the Amherst Town Green. The event

provides an opportunity for residents and community members to gather for an evening of food, fellowship, and appreciation of Amherst's local history and heritage.

All proceeds from the event will support the preservation and restoration of the Amherst Historical Society's Wigwam and Chapel museums, helping to ensure these important community landmarks remain available for future generations.

Additional information regarding the event, including ticket availability and purchasing details, can be found on the Amherst Historical Society's Facebook page. Community members interested in attending are encouraged to visit the Society's page for further information and to purchase tickets.

4. Old Home Day – 9/12/26

The Amherst Heritage Commission will host Old Home Day on Saturday, September 12th, from 10:00 a.m. to 3:00 p.m. on the Amherst Village Green. The community event is intended to bring residents and families together for a day celebrating Amherst and its heritage. The event will feature a variety of activities throughout the day, including food, games, local vendors, tours, demonstrations, and other family-friendly activities.

BUDGET IMPACT:

(Include general ledger account numbers)

None

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 Department - Approval **Department:** Fire Rescue
to purchase a new ambulance

Meeting Date: August 24, 2026

Staff Contact: Donald Waldron

BACKGROUND INFORMATION:

The purpose of this agenda item is to request that the Board of Selectmen approve the replacement of the Fire and EMS Department's oldest ambulance, A3, which is approaching the end of its useful service life and is expected to be approximately 17 years old at the time of replacement. The purchase will maintain the Department's three-ambulance fleet, support reliable emergency medical response for Amherst and Mont Vernon, and provide continued mutual aid, reserve capacity, and operational flexibility while reducing the risk of increased maintenance costs and vehicle failure. If approved, the new custom-designed ambulance will be funded through the Fire Rescue – Vehicle and Equipment Purchase and Repair Capital Reserve Fund and will address Project #7 in the approved 2027–2032 Capital Improvement Program.

The Fire and EMS Department operates three ambulances to provide emergency medical services to the towns of Amherst and Mont Vernon. We also often provide EMS mutual aid to Milford, Merrimack, and Bedford. Between August 18, 2025, and August 18, 2026, our ambulances responded to 1,157 calls.

The department's three ambulances are:

A1: 2023 Ford F450/Medtec (80k miles) - Replace in 2036 (13 years old)

A2: 2017 Ford F450/Demers (150k miles) - Replace in 2032 (15 years old)

A3: 2011 Ford F450/AEV (134k miles) - Replace in 2028 (17 years old)

Each ambulance has a planned life expectancy of 12 years. Our oldest ambulance, A3, is currently 15 years old and will be almost 17 years old when replaced if this request is approved.

It is essential that the department maintain three ambulances for the following reasons:

- The third ambulance provides a mechanical reserve so that the department can maintain two ambulances in the event of a vehicle breakdown or maintenance
- The third ambulance is utilized for detail and special event coverage, allowing two ambulances to remain available to the town
- The third ambulance allows fleet flexibility to move a primary ambulance to the backline for a temporary time period to conserve mileage or other wear and tear
- To respond with three ambulances during busy timeframes if staffing allows

- To equip Station 2 with an ambulance depending on future staffing models

Call volume 2025-2026 (12-month period)

A1: 996 calls

A2: 120 calls

A3: 41 calls

At the age and mileage that A3 will reach by the earliest replacement date (2028 if ordered now) the vehicle will be entering a phase in its life cycle where we anticipate repair costs and frequency to increase and reliability to decrease, which creates a risk of the vehicle breaking down while responding to a call and transporting a patient.

Over the past year, a committee of department members, headed by Lt. Allan Goohs, developed an ambulance design specification that meets Amherst's needs. The committee solicited RFPs from several ambulance manufacturers. After reviewing all bids, the committee selected PL Custom as the most cost-effective option while addressing the specific needs identified in our bid specifications.

This is the first custom-designed ambulance the department has purchased since the 2016 merger. If the Town purchases this ambulance now, delivery will take approximately 18 months. Our plan is to purchase a Ford F550 cab and chassis from Grapone Ford at the New Hampshire State bid price and the ambulance from Sugarloaf Fire Rescue. At current prices, the overall cost is \$393,877. We are requesting approval to spend up to \$415,000 on this purchase, with the difference as a contingency for unforeseen expenses and price fluctuations. The pricing breakdown is as follows:

Ford F550 Cab and chassis	Grappone Ford (state bid)	\$70,672 (as of 8/2026)
Type 1 ambulance	Sugarloaf Fire Rescue (RFP)	\$323,205
Sub-total		\$393,877
Contingency		\$21,123
TOTAL		\$415,000

Anticipated withdrawals from CRF:

June 2027	Cab and chassis	\$70,672
November - December 2027	Ambualnce	\$323,205

Please note:

The ambulance purchase will still require a stretcher and powered stretcher loader system. Originally, this would have been part of the ambulance quote; however, we are currently considering a proposal to include this equipment with other defibrillator and EMS capital needs,

with significant savings compared to purchasing it through the ambulance vendor. The anticipated cost for the stretcher and loading system will be approximately \$57,000. By purchasing through a package deal we will save approximately \$20,000.

The purchase of this ambulance will be funded through the Fire Rescue - Vehicle and Equipment Purchase and Repair CRF. It addresses project #7 in the approved 2027-2032 CIP, budgeted at \$400,000.

BUDGET IMPACT:

(Include general ledger account numbers)

Funds to be withdrawn from the Fire Rescue - Vehicle and Equipment Purchase and Repair CRF. No impact on the operating budget. Several items will be purchased to fully equip the vehicle, but they will also come from the Fire Rescue - Vehicle and Equipment Purchase and Repair CRF.

POLICY IMPLICATIONS:

None

DEPARTMENT HEAD RECOMMENDATION:

Approval

SUGGESTED MOTION:

I move to authorize the Fire Chief to expend up to \$415,000 for the purchase of a Ford F-550 cab and chassis from Grappone Ford and a Type 1 ambulance from Sugarloaf Fire Rescue, and to authorize the withdrawal and expenditure of the funds from the Fire Rescue – Vehicle and Equipment Purchase and Repair Capital Reserve Fund for this purpose.

TOWN ADMINISTRATOR RECOMMENDATION:

The proposed ambulance purchase is consistent with the Fire and EMS Department's established capital replacement program and the replacement schedule identified in the Town's Capital Improvement Program.

The Department has conducted a thorough review of its operational needs, specifications, and anticipated costs for the new ambulance. The committee performed its due diligence in developing the specifications and soliciting and reviewing proposals from several ambulance manufacturers to identify the most cost-effective option that meets the Department's operational needs and requirements. Town Administration recommends that the Board approve an expenditure not to exceed \$415,000 for the purchase of a Ford F-550 cab and chassis from Grappone Ford and a Type 1 ambulance from Sugarloaf Fire Rescue, and to authorize the withdrawal and expenditure of the funds from the Fire Rescue – Vehicle and Equipment Purchase and Repair Capital Reserve Fund for this purpose.

ATTACHMENTS:

1. A3 Ambulance Quote - Sargarloaf
2. F550 Cab and Chassis - Grappone

QUOTATION

Sugarloaf Ambulance / Rescue Vehicles

Amherst Fire Department
177 Amherst St
Amherst, New Hampshire 03031
603-673-1545

Sugarloaf Ambulance Rescue
PO Box 579
Alfred, ME 04002
207-251-9990
kgstuart.sarv@gmail.com

Exp. Date: 03/08/2026
Quote No: A7369-0003
BODY: CLSC170 Type 1 Classic, 170" 108"CA

08/19/2026

Page 1

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
== Type 1 Classic, 170" 108"CA - 34.130				PLG		
01/30/26 ==						
00-00-0100		PL Ambulance - Release 34.13 effective 01/30/26	1	PLG	0.00	0.00
00-05-0100	<	** Quote Terms **	1	PLG	0.00	0.00
All chassis are subject to availability.						
Quoted body pricing is valid for 30 days from receipt or until the next data release.						
Chassis pricing for PL Supplied chassis is subject to any OEM chassis manufacturer surcharges and model year increases.						
An ambulance or rescue vehicle order, submitted utilizing a chassis that cannot be provided or ordered, (chassis order banks not open, no available allocation, or otherwise unknown), will NOT be processed until such time that the chassis can be ordered and assigned.						
Upon receipt of chassis VIN and firm chassis production schedule, or chassis receipt, the vehicle order can then be considered "buildable".						
Once entered into "buildable" order status and when loaded into the PL Custom production schedule, prioritized by order entry date, the body can then be processed for approval and priced on most current pricing and data release in place.						
This applies to both PL Custom and customer/dealer supplied chassis.						
00-11-7065	S <	170" CLASSIC BODY, 72" Headroom, w/Drop Skirt	1	PLG	190054.00	190054.00
Overall Vehicle Dimensions:						
Length: 308"						
Width: 99"						
Height: 112" (+/- 2")						
Exterior Modular Body Dimensions:						
Length: 170"						
Width: 97"						
Height: 91"						
Interior Modular Body Dimensions:						

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		Length: 165"				
		Width: 90 3/4"				
		Height: 72"				
03-00-1060	< >	Chassis Type -Ford F-Series Chassis paint must be reviewed/edited when changing chassis type	1	PLG	1715.00	1715.00
		EXTERIOR		PLG		
10-10-1100	<	Modular Body Construction SAE J3057 Compliant	1	PLG	0.00	0.00
10-10-2000	<	Structural Integrity Warranty The structural integrity of the body shall be guaranteed for the life of the unit, as long as the original purchaser shall own it.	1	PLG	0.00	0.00
10-10-2070		Finite Element Analysis	1	PLG	0.00	0.00
10-10-2100		Compartments, Aluminum Diamond Plate, welded	1	PLG	0.00	0.00
10-12-2000		Type I, Classic, Cab to body Pass-thru	1	PLG	0.00	0.00
10-15-4000		Body mounting, Type I, rubber donuts, L-Duty	1	PLG	0.00	0.00
10-20-3300		Lowered Body Skirts, with Intermediate Step	1	PLG	0.00	0.00
10-30-1000	<	Curbside 6" Dropskirt Drop skirt on curb side to be 6" i/l/o 3" Requires Side skin change, stepwell change, Entrance door height change and "D" door height change	1	PLG	1500.00	1500.00
10-30-1100	<	Streetside 6" Dropskirt Drop skirt on street side to be 6" i/l/o 3" Requires Side skin change, "A" door height change and "B" door height change.	1	PLG	1500.00	1500.00
		EXTERIOR DOORS, AMBULANCE		PLG		
11-10-1060	<	Trimark 1875 Paddle Handle Power Locking, Entrance. Doors Qty(3) The door system shall include emergency override latch levers in upper and lower locations of each entrance door. Levers are visible with red coating and intended for emergency use in the event of a non-functioning handle.	1	PLG	0.00	0.00
11-10-4060	<	Trimark 1875 Paddle Handle Power Locking, Std Compt Doors (6) Tied to OEM Power Door Lock Switch	1	PLG	0.00	0.00
11-20-1800	>	Gas Spring Pneumatic Door Checks -Classic & Titan	1	PLG	0.00	0.00
11-20-2020		Compartment "A" Door to Check Past 90 Degrees	1	PLG	0.00	0.00
11-20-2030		Compartment "C" Door to Check Past 90 Degrees	1	PLG	0.00	0.00
11-20-2050		Compartment "E" Door to Check Past 90 Degrees	1	PLG	0.00	0.00
11-20-3000		Compartment "D" Door to Check Past 90 Degrees	1	PLG	0.00	0.00
11-20-5000		Grabber Rear Doors Hold Open, Top Mount, Polished Aluminum	1	PLG	0.00	0.00
11-25-2000	< >	Compt. doors to check past 90 deg. in addition to standard Qty:1, Location:"B" Compt. Rearward door Only.	1	PLG	100.00	100.00
11-30-1000	>	Side Entrance Door Nylon Strap w/ Footman loops	1	PLG	200.00	200.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
11-30-1010	< >	Body Compartment Door(s) Nylon Strap w/ Footman loops (ea.) Specify Quantity and Location: Qty: 1 Loc: "C" Compartment Door	1	PLG	200.00	200.00
	<	COMPARTMENT LAYOUT		PLG		
		Exterior compartment dimensions reflect wall to wall measurements.				
12-10-2035		"A" Left Front - 20w x 86h x 21d -(w/Oxygen window)	1	PLG	0.00	0.00
12-15-100B		"B" Left Side 1/2 High (wider) - 43w x 42h x 20d	1	PLG	0.00	0.00
12-20-1220	>	"C" Left Rear, 3/4 High, Upper In-Out -26w x 59h x 20d	1	PLG	1250.00	1250.00
12-25-100A		"D" Right Front, In-Out Access -20w x 55h x 33d above floor -20d below floor	1	PLG	0.00	0.00
12-30-120A		"E" Right Rear -24w x 83h x 21d	1	PLG	0.00	0.00
12-55-1100		"J" Right Rear, Skirt Compt, Rear of Wheel -13w x 25h x 20d	1	PLG	1750.00	1750.00
		COMPARTMENT DOOR PANELS, MATS, DECKING		PLG		
13-20-1000		Compartment Door Panels, Alum, Diamond Plate	1	PLG	0.00	0.00
13-30-1P10		Polycoated Compt & Entrance Door Sills, Compt Floors, Area Behind Rub Rails, Black	1	PLG	1500.00	1500.00
13-30-2000		Vent Compartments to Exterior of Vehicle	1	PLG	0.00	0.00
13-40-1000		Dri-Dek, Floors of Compartment, Black	1	PLG	0.00	0.00
13-40-2500		Rubber Mat, Shelves, Exterior Compartment	1	PLG	0.00	0.00
13-40-2800		Turtle Tile Slip Resistant Stepwell Mat (removable)	1	PLG	0.00	0.00
		COMPARTMENT CONFIGURATIONS AND EQUIPMENT		PLG		
13-41-0240	>	Adjustable Shelves (2) , Compt A	1	PLG	460.00	460.00
13-42-0250		(1) Adjustable Shelf, for compartment "B"	1	PLG	250.00	250.00
13-43-0350		(3) Adjustable Shelves, for compartment C	1	PLG	575.00	575.00
13-49-0200		No Shelves, for compartment "J"	1	PLG	0.00	0.00
13-70-0200		Bulbous mounts for (2) backboards Compt. "E"	1	PLG	260.00	260.00
13-70-1400		DELETE Hanger For Ferno EXL or #65 Scoop	1	PLG	0.00	0.00
13-70-2600	< >	Securing device - Nylon strap with metal buckle Qty: (2) Location: 48" from the floor of the "E" Compartment Equipment: (1) back board, (1) Scoop	1	PLG	100.00	100.00
13-70-2750	< >	Equipment Hooks, F/W #559, ea Qty: (2) Location: "B" Compartment Equipment: Bunker Coats, Location: Under the shelf, Forward & Rear Walls, centered	1	PLG	163.00	163.00
13-70-4000	< >	Zico "Corner" Mount, Factory Supplied -(for SCBA) Mount Factory Supplied ZICO Model # ABS Mount, in corner of compartment. Location: "B" Compartment Mount 7" from the floor	1	PLG	185.00	185.00
13-70-4400	< >	SCBA Zico (KD-UH) Walk-Away Bracket #5 Clip (new, price ea) Qty: 2	1	PLG	175.00	175.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		Location: "B" compt. On corner brackets, 6" below shelf.				
13-90-S001	S <	Custom Configuration "E" Compartment The upper section of the forward compartment shall become Interior Cabinet access Only, facing the Attendant Seat, with Two Upper Cabinets. Top to house the Knox Med Vault and built to size with 12 v power. The Lower Door shall be approximately 14" Wide X 15" High. These doors shall be Hinged on the Curbside. The outside access above the 40" High Stair Chair Storage shall be boxed out with Diamond Plate.	1	PLG	1900.00	1900.00
		REAR STEP BUMPER		PLG		
14-10-2700		Lift-up Rear Step, Recessed, -Lic. plate left body	1	PLG	0.00	0.00
14-10-4000	<	Rear step to have additional grip strut An additional grip strut shall be mounted to center portion of rear step. This will bring the level of the center within 3/4" of the rear bumpers.	1	PLG	250.00	250.00
14-20-1000		Rear Dock Bumpers, Bolted to Bumper Ends ALUMINUM DIAMOND PLATE ACCESSORIE	1	PLG PLG	0.00	0.00
15-10-1000		Front Corner Stone Guards, Polished Diamond Plate	1	PLG	0.00	0.00
15-15-1000		Front Body Stone Guard, Polished Diamond Plate	1	PLG	0.00	0.00
15-20-1050	>	Rub-Rails, C-Channel, Offset, Satin Finish	1	PLG	0.00	0.00
15-30-2500		Running Boards, Flare type, Non-Slip Dia. Plate w/grip strut (F450/F550 2-Door)	1	PLG	1478.00	1478.00
15-55-1000		Rear Diamond Plate Panel & Tall Corner Guards EXTERIOR TRIM	1	PLG PLG	375.00	375.00
16-10-1000		Fenderettes, Rolled, Polished Stainless Steel	1	PLG	0.00	0.00
16-30-1500		License Plate Holder w/LED Lt, Cast Prod Polish, Lt Side Body	1	PLG	0.00	0.00
16-35-1010		Fuel Fill Housing, Cast products, Polished (F-Series)	1	PLG	0.00	0.00
16-36-1010		DEF Fill Housing, Cast products, Polished (F-Series)	1	PLG	0.00	0.00
16-55-1000	>	Tow Hooks, Rear Behind Step Riser, Painted EXTERIOR, MISCELLANEOUS	1	PLG PLG	550.00	550.00
17-50-1000		Undercoat Body BODY WINDOWS	1	PLG PLG	0.00	0.00
18-10-2000		Window, Side Door (18"W x 22"H), Frameless, Fixed, 24% Tint	1	PLG	0.00	0.00
18-20-2000		Windows, Rear Doors, (15"W x 22"H), Frameless, Fixed 24% Tint	1	PLG	0.00	0.00
18-50-1000		Privacy Tint, Mylar, Side and Rear Doors INTERIOR CONSTRUCTION	1	PLG PLG	410.00	410.00
20-00-1000		Interior Construction Type - Standard Cabinets INSULATION	1	PLG PLG	0.00	0.00
20-10-1000		Insulation, Interior Body	1	PLG	0.00	0.00
20-10-2000		Sound Deadened Insulation, Entrance Doors	1	PLG	0.00	0.00
20-10-3000		Sound Deadened, Compartment Doors	1	PLG	0.00	0.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
20-10-5000		Sub-Floor, Expanded PVC Polymer	1	PLG	0.00	0.00
		FRONT BULKHEAD		PLG		
21-10-0520	<	Type I, Classic, Cab to body Pass-thru, Hinged Window Hinged Clear Acrylic window. With standard, wood cabinet construction, the window will open and rest against Right Front Cabinet. The window will rest against rubber gasketing lining the window frame when closed.	1	PLG	450.00	450.00
21-30-1000		Climate Control Unit Over Cab to Body Passage	1	PLG	0.00	0.00
21-40-1500	<	Electrical Power Distribution Cabinet, Access Panels, Black Polycoat Black polycoat cover with an access panel with flush locking trigger latches	1	PLG	0.00	0.00
		RIGHT FRONT CABINET		PLG		
21-45-2000		Right front upper w/ 1/2" acrylic doors, 1 shelf	1	PLG	340.00	340.00
21-50-1000		Right front Lower, inside/outside storage	1	PLG	0.00	0.00
21-50-2000	<	Right front Lower, (2) adjustable shelves Shelves to be lined with ribbed rubber mat.	1	PLG	0.00	0.00
21-60-3100		Right Front Lower, with Austin Life Defender Doors - Single Release	1	PLG	500.00	500.00
		RIGHT SIDE BENCH LAYOUT		PLG		
22-00-2700	>	"Medic in Mind" Rgt Side Squad Bench upgradeable Layout -(*See photo)	1	PLG	0.00	0.00
22-00-2800		Squad Bench, Rgt side, (See photo) -cabinets on either side	1	PLG	0.00	0.00
22-21-0100		Backrest, Indiv., 2-pc. Upper & Lower, used w/ 6-pt seat belt	1	PLG	0.00	0.00
22-24-0650	>	No Armrest -Recessed storage, below	1	PLG	-162.00	-162.00
22-25-4600	< >	Recessed "D" bottles, head of Squad Bench, at stepwell See "D" bottle storage brackets selected in section # 80-43-XXXX	1	PLG	0.00	0.00
22-26-1100		Right Side Forward Cabinet -Medic In Mind (below counter level storage)	1	PLG	375.00	375.00
22-26-1200	<	Rgt side Forward -ALS Three (3) Drawer Storage Unit, Facing seat -(See photo) All drawers utilize Locking Southco Polished Stainless Steel latches.	1	PLG	1124.00	1124.00
22-26-4500	>	Solid Surface counter, 1" lip, Right front, Color: Steel Gray Tempest 9194TM	1	PLG	616.00	616.00
22-27-1000	>	Rgt side forward upper 45 degree interior cabinet-(see Photo for Green+ options)	1	PLG	500.00	500.00
22-27-1A00		*** No Radio Cutouts Provided at Position 1 in 45* Pod Above Squad Bench	1	PLG	0.00	0.00
22-30-2000		Squad bench lid, Positive hold down device	1	PLG	0.00	0.00
22-35-3100	< >	Trash/Sharps Combo - slide out,head of bench into aisle Sharps Container 8qt. And Rubbermaid Trash	1	PLG	750.00	750.00
		NOTE: This option will cause interference on TITAN models with a center mounted cot				

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
22-45-0500	< >	Overhead cabinet 9 1/4" OAH-Life Defender sliding doors For KKK Rev. F, compliance - Compliance based on 72" headroom with standard seating height only. Lift-up restocking not available. Glove box storage not available. Shelf not available.	1	PLG	0.00	0.00
22-46-1100		Right side rearward cabinet, -Medic in Mind- (below counter level storage)	1	PLG	500.00	500.00
22-46-1250	<	Rgt side Rearward -ALS Three (3) Drawer Storage Unit, Facing Seat -(see Photo) All drawers utilize Locking Southco Polished Stainless Steel latches.	1	PLG	1124.00	1124.00
22-46-4500	>	Solid Surface counter, 1" lip, Right rear, Color: Steel Gray Tempest 9194TM LEFT SIDE MIDDLE (Base Cabinet)	1	PLG	583.00	583.00
23-10-1050	< >	Left side attendant seat (CPR Seat)- Double Wide (on certain models)NO left rear counter & NO below counter options available.	1	PLG	575.00	575.00
23-10-3060	>	Backrest, Indiv., 2-pc. Upper & Lower, used w/ 6-pt seat belt	1	PLG	0.00	0.00
23-10-4650	>	Seat cushion, lift-up, w/ latch, interior storage-Double Wide	1	PLG	1500.00	1500.00
23-10-5200	< >	Cab. above Lft side attn. seat, Life Defender lift-up restock.-Double Wide Overall depth: 8 5/8" Note: Selecting this option will reduce headroom below 43" and is non KKK compliant.	1	PLG	1075.00	1075.00
		LIFE SUPPORT STATION		PLG		
23-30-2000		Switch pod, above counter, laminated	1	PLG	0.00	0.00
23-30-2020		Rear Main Switch Panel Located on Right Side	1	PLG	600.00	600.00
23-30-2A00		**No Radio Cut-Outs at Position 1 to be provided in LSS**	1	PLG	0.00	0.00
23-31-2000	< >	Cab head of sw/pod w/double acrylic doors-over/under (No Shelves) The cabinet will be divided into 2-independent sections, one above the other	1	PLG	190.00	190.00
23-32-0950	< >	(Reduced Hgt) Upper cabinet, 45 deg, w/Life Defender sliding doors, 1 shelf The Interior Height of this cabinet will approximately be 14-1/2" High Pass thru opening approx. 12".	1	PLG	0.00	0.00
23-34-1500	>	Solid Surface counter, 1" lip, Left front, Color: Steel Gray Tempest 9194TM	1	PLG	1166.00	1166.00
23-35-V021	<	Wood Drawer with Metal Face Dimensions: Location: The depth of this drawer will be 16".	1	PLG	550.00	550.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
23-39-S002	S	Storage Cabinet 45 Degree with 1/2" Acrylic Hinged Door , Hinged Rearward	1	PLG	250.00	250.00
23-39-V053	<	Slide Out Trash, Below Life Support Station Counter Location : Street side Forward Of CPR Seat Under The Custom Drawer	1	PLG	691.00	691.00
23-39-V073	<	Recessed 5qt sharps, In LSS Counter Top Location	1	PLG	750.00	750.00
LEFT REAR STORAGE CABINET				PLG		
23-40-1055	<	Left rear full cabinet,upper,45deg w/Life Defender lift-up restocking door Sliding cabinet doors w/lift-up restocking - 45 deg hinged door to be a White Acrylic overlapping door to act as a dry-erase, writing surface. Includes (1) adjustable shelf, installed in the restocking portion of the cabinet and (1) adjustable shelf, installed in the 45 degree portion Includes Austin Life Defender Lift Up Restocking Door.	1	PLG	425.00	425.00
23-40-3200	< >	Left rear half cabinet, middle hinged doors (2) in/out access 3/4 high, upper in/out to compartment "C".	1	PLG	0.00	0.00
23-42-1010	>	Delete Left Rear Counter (Only valid with certain options, see notes)	1	PLG	0.00	0.00
INTERIOR CABINET DOORS				PLG		
24-10-3M00		Cabinet doors, Polycarbonate/Acrylic, Tinted	1	PLG	0.00	0.00
24-15-1000	<	Handles, full length, sliding doors SAE J3058 Compliant	1	PLG	0.00	0.00
24-20-1000		Positive closure devices hinged doors	1	PLG	0.00	0.00
24-25-1000		Unistrut, interior cabinet shelves, "Mini"	1	PLG	0.00	0.00
ENTRANCE DOORS				PLG		
24-30-2080	<	Ent. Door Panels, 3 section, Brushed Alum, Lowers, w/Chevron Design Brushed Aluminum Lower panel to replace diamond to accommodate Chevron Striping	1	PLG	540.00	540.00
ABOVE DOOR HEAD BUMPERS				PLG		
24-35-0100		Side Door Head Bumper	1	PLG	0.00	0.00
24-35-0500		Rear Door Head Bumper	1	PLG	0.00	0.00
GRAB RAILS				PLG		
25-10-1000		Grab rail, 72", s/steel, over squad bench	1	PLG	214.00	214.00
25-10-1500		Grab rail, 72", s/steel, over cot	1	PLG	214.00	214.00
25-10-3570	<	Grab rail, "L" Shaped, Facing Stepwell - (Requires a fwd Cabinet) Grab rail mounted on the "step area" side of the forward custom squad bench cabinet.	1	PLG	185.00	185.00
25-10-3600		Grab rail, 18", at rear entrance doors, (2)	1	PLG	197.00	197.00
25-11-1A00		Grab rail, 45 deg, side entrance door, (1)	1	PLG	270.00	270.00
25-11-2100		Grab rail, 45 deg, rear entr. doors, (2)	1	PLG	480.00	480.00
SEAT BELTS				PLG		
25-50-2000		Seat belt, attendant seat, Qty (1)	1	PLG	0.00	0.00
25-51-2011		(1) Six point Seat Belt Harness w/ Comfort Pads - Curbside Seating	1	PLG	885.00	885.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
25-51-2036		(1) Six point Seat Belt Harness w/ Comfort Pads - Street Side Double Wide Seat	1	PLG	885.00	885.00
COT MOUNT and COT MODEL				PLG		
26-35-1230	<	Power Load Install PL Supp Floor Plate, w/ Circuit, No Mini Rail Plate (SAE) Stryker Power Load Floor Plate All components provided by PL Custom. PL Custom will supply and install a Stryker Power Load Floor Plate. Includes charging circuit for use with Power Load fasteners. Circuit will remain Hot at all times. Does Not include cutout in the floor for the installation of a Mini Rail Plate.	1	PLG	2750.00	2750.00
26-35-1374	<	Install Stryker Floor Plate 4.5" forward from inner edge of rear sill plate This position is the maximum the cot can be in order to not raise the rear step. Mini Rail Plate will be moved along with the Floor Plate - if applicable.	1	PLG	200.00	200.00
I.V. HOLDER				PLG		
26-50-1M20	< >	Rubber I.V. holder, dual, recessed, Raceway, (ILOS over cot) Location: Forward edge of IV Holder to be between 30"-40" from Front Head Bumper.	1	PLG	70.00	70.00
26-50-2120	< >	Rubber I.V. holder, dual, recessed, Raceway, (ILOS over squad bench) Location: Rearward edge of IV Holder to be 30"-40" from Rear Head Bumper.	1	PLG	70.00	70.00
INTERIOR COLORS				PLG		
27-10-1000		Ceiling, white Thermoplastic	1	PLG	0.00	0.00
27-10-1500		Upper Laminate - Fashion Grey D381-60	1	PLG	0.00	0.00
27-10-4200		Lower Laminate - Fashion Grey D381-60	1	PLG	0.00	0.00
INTERIOR UPHOLSTERY				PLG		
27-20-5000		Upholstery, Flat-Seamless	1	PLG	0.00	0.00
27-20-5600		Upholstery Color: Gray	1	PLG	0.00	0.00
ATTENDANT SEAT				PLG		
27-36-5210	>	Gray Attn Seat, EVS 17705B, 5pt restraint, Sewn	1	PLG	2662.00	2662.00
27-37-0100		** Confirm Seat color** - GRAY is the vehicle upholstery color	1	PLG	0.00	0.00
FLOORING				PLG		
27-52-4300		Loncoin II Flecks, (disc) Black Topseal (C150TS)	1	PLG	900.00	900.00
27-55-2000		Flooring rolled up side walls 3"	1	PLG	0.00	0.00
CAB CONSOLE				PLG		
27-72-1010	<	Type I, Floor Mnt, switches, siren/radio - (2017+ F-Series) NOTE: (2) Cup holders are NOT included in the console. The cupholders are part of the map-box (See PDF)	1	PLG	0.00	0.00
27-75-0A00		**No Radio Cut-Outs to be provided at Position 1 in Cab Console**	1	PLG	0.00	0.00
27-75-2050	< >	Map Box, Type I, Behind Cab Console, (2) pockets - (2017+ F-Series) includes (1) lexan divider - See PDF	1	PLG	400.00	400.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
MISCELLANEOUS INTERIOR				PLG		
28-50-1000		Fasten Seat Belt/No Smoking Sign	1	PLG	0.00	0.00
28-90-V016	<	Custom Engraved Interior Labels	5	PLG	200.00	1000.00
		Information needed for each label:				
		Size of the Label (height x width): 1/2" x 2"				
		Text to Engrave: XS , S M , L , XLI				
		NOTE: Unless otherwise specified, the labels shall be black with white engraved letters				
OXYGEN AND SUCTION				PLG		
30-10-1000		Oxygen Outlet, Amico, dual, Life Support Station Switch Pod	1	PLG	0.00	0.00
30-10-2000		Oxy Outlet, Amico, single, right side- In Overhead Cabinet	1	PLG	0.00	0.00
30-10-5040	< >	Recessed Oxygen Port in ceiling raceway, Front-Right side Flow selector control	1	PLG	694.00	694.00
		The oxygen port will be located approximately 36" (+/- length of O2 mounting plate) from the front head bumper. This oxygen port will be controlled by the constant flow selector valve and the O2 outlet at the right side. The constant flow selector valve is included in this option. The hose from the valve to port will be routed as inconspicuously as feasible based on cabinet design. The O2 outlet is not included in this option, therefore one must be selected.				
30-20-1000		Oxygen Solenoid, Amico, w/ manual override & switch	1	PLG	374.00	374.00
30-30-1000		Suction pump, electric, Sscor	1	PLG	0.00	0.00
30-30-2400		Collection Bottle, SSCOR Disp.w/ canister clip, White Regulator (KKK Compliant)	1	PLG	100.00	100.00
30-30-2700		Collection Bottle location to be 14" to bottom of bracket.	1	PLG	0.00	0.00
30-30-3000		Vacuum Outlet, Amico, w/diamond adapter, LSS Sw Pod	1	PLG	263.00	263.00
30-40-2500	< >	Oxygen Monitor, Digital LED, Amico Includes Qty (1) AMICO O2 regulator, with installed transducer	1	PLG	1367.00	1367.00
30-50-3500	>	Oxygen Bottle holder, Zico QR-MV-2, Multiversal	1	PLG	0.00	0.00
30-50-3850	<	***Attention: Please Specify Tank Letter Size used within this shop note Oxygen Tank Size is: _____ (example; M tank steel, M tank aluminum, H tank steel)	1	PLG	0.00	0.00
		This will allow the factory to preset the adjustable mounts for your customer. No selection will result in the mounts being set for an Aluminum M tank				
30-80-1000		Wrench, Oxygen Cylinder - (wall mounted)	1	PLG	0.00	0.00
ELECTRICAL				PLG		
40-00-0500	<	Electrical System Warranty The Electrical System shall be warranted for the life of the unit, per the details in electrical warranty documents as long as the original purchaser shall own it.	1	PLG	0.00	0.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
MULTIPLEX ELECTRICAL SYSTEM				PLG		
40-20-1000		Multiplex Electrical System, CAN BUS Switches	1	PLG	0.00	0.00
CAB SWITCH PANEL - MULTIPLEX ELECTRICAL SYSTEM				PLG		
40-22-1000		Voltmeter, Digital, Front switch panel (Shows battery voltage at all times)	1	PLG	0.00	0.00
40-22-1020		Low Voltage Alarm and Indicator (when voltage falls below 11.8V for 120 seconds)	1	PLG	0.00	0.00
40-22-1040		Battery On Indicator Light, front switch panel (illuminates with system power)	1	PLG	0.00	0.00
40-22-1060		Door Open Warning Indicator Light, front switch panel	1	PLG	0.00	0.00
40-22-1080		Door Open Display, LED Indicator in graphic overlay for each door when open	1	PLG	0.00	0.00
40-22-1100		Apply/Release Park Brake Warning Indicators in front switch panel	1	PLG	0.00	0.00
40-22-1120		Load Shed Indicator Light in front console (when system enters load shed mode)	1	PLG	0.00	0.00
40-22-1140		Audible Alarm in front console, door open, low voltage, park brake	1	PLG	0.00	0.00
40-22-1160		Load Management (shuts down lower priority loads during a low voltage situation)	1	PLG	0.00	0.00
40-22-1180		Front SW Panel, Siren Horn Transfer, single throw, ON: Siren, OFF: Horn	1	PLG	0.00	0.00
40-22-1220		Front SW Panel, HVAC Master ON/OFF, single throw	1	PLG	0.00	0.00
40-22-1240		Front SW Panel, Interior Lighting Master ON/OFF, single throw	1	PLG	0.00	0.00
40-22-1260		Front SW Panel, Back-up alarm cancel, single momentary	1	PLG	0.00	0.00
40-22-1300		Front SW Panel, Right Scene Lights ON/OFF, single throw	1	PLG	0.00	0.00
40-22-1320		Front SW Panel, Left Scene Lights ON/OFF, single throw	1	PLG	0.00	0.00
40-22-1340		Front SW Panel, Rear Scene Lights ON/OFF, single throw	1	PLG	0.00	0.00
REAR MAIN SWITCH PANEL - MULTIPLEX ELECTRICAL SYSTEM				PLG		
40-23-1000		Rear Main Switch Panel Located in LSS Switch Pod	1	PLG	0.00	0.00
40-23-1040		Rear SW Panel, Power Door Lock, double momentary, UP: Lock, DOWN: Unlock	1	PLG	0.00	0.00
RIGHT FRONT CABINET SWITCH PANEL - MULTIPLEX ELECTRICAL SYSTEM				PLG		
40-24-1000		Side Ent Door Switch, Power Door Lock, double momentary, UP: Lock, DOWN: Unlock	1	PLG	0.00	0.00
40-24-1020		Side Ent Door Switch, Right Scene Light Override, single momentary	1	PLG	0.00	0.00
40-24-1040		Side Ent Door Switch, Activates Interior Lights, 10 min timer, single momentary	1	PLG	0.00	0.00
LEFT REAR CABINET SWITCH PANEL - MULTIPLEX ELECTRICAL SYSTEM				PLG		
40-25-1000		Rear Ent Door Switch, Power Door Lock, double momentary, UP: Lock, DOWN: Unlock	1	PLG	0.00	0.00
40-25-1020		Rear Ent Door Switch, Rear Scene Light Override, single momentary	1	PLG	0.00	0.00
RIGHT WALL SWITCH PANEL - MULTIPLE ELECTRICAL SYSTEM				PLG		
40-26-1020	<	Auxiliary Switch Panel, CAN BUS, (6) Switches Unless specified elsewhere within this quote, the	1	PLG	750.00	750.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		panel will be located as follows:				
40-26-1040		Aux Panel, Left Dome High/Low dbl momentary, UP: High on/off, DOWN: low on/off	1	PLG	0.00	0.00
40-26-1060		Aux Panel, Right Dome High/Low dbl momentary, UP: High on/off, DOWN: low on/off	1	PLG	0.00	0.00
40-26-1080		Aux Panel, Rectangular Lights dbl momentary, UP: on/off, DOWN: no function	1	PLG	0.00	0.00
40-26-1120		Aux Panel, Oxygen, double momentary, UP: on/off, DOWN: no function	1	PLG	0.00	0.00
40-26-1140		Aux Panel, Exhaust High/Low dbl momentary, UP: High on/off, DOWN: low on/off	1	PLG	0.00	0.00
40-26-1160		Aux Panel, Spare Switch, double momentary, UP: no function, DOWN: no function	1	PLG	0.00	0.00
		CAB ELECTRICAL		PLG		
41-10-0100		Alternator, Dual with 410 amp combined output, OEM Ford F-Series	1	PLG	0.00	0.00
41-20-0800		Batteries, Dual Ford OEM, 1500CCA -(under hood)	1	PLG	0.00	0.00
41-30-3600		Module Activation, Ignition Switch	1	PLG	0.00	0.00
41-50-1000		Cab Under hood & Fender Electrical Connectors - Deutsch Type	1	PLG	0.00	0.00
42-21-0900		** Gooseneck Light Not Included with Vehicle **	1	PLG	0.00	0.00
42-25-6000	<	High Idle Activation, Ford OEM - F-Series Activated by front console switch, requires park brake to be applied	1	PLG	0.00	0.00
42-30-1200		Back-up alarm, w/ resetting cancel	1	PLG	0.00	0.00
42-50-1100	<	Front Console Switch Panel Backlighting Dimmer Rheostat installed in front switch panel	1	PLG	200.00	200.00
42-60-2400		Air Horn, (2) Buell 1062, bumper valance mount , 1/4 hp compressor	1	PLG	3008.00	3008.00
42-60-5000	<	Air Horn activation, Carling Momentary in Front Switch Panel Switch will have white rocker for easy identification	1	PLG	0.00	0.00
		Requires PL provided air horn system or 42-60-2800 PL Activation of chassis supplied air horns.				
42-65-1300		Pwr Lock Switch, Entrance, OEM Door switch- (if applicable)	1	PLG	0.00	0.00
42-65-1500	< >	Remote Keyless Entry w/Chassis Power Door Lock Control OEM door switches control cab & body doors.	1	PLG	0.00	0.00
42-65-2200	< >	Pwr Door Lock Concealed Override Switch, Grille-(KKK) Located in front grille area. This switch location is KKK compliant	1	PLG	0.00	0.00
		EMERGENCY WARNING EQUIPMENT TRAFFIC PRE-EMPTION SYSTEM INSTALLATION		PLG PLG		
43-01-1510	<	Tomar 3065R Emitter, Recessed Mounted Provide circuitry and install utilizing 7 x 3 flange Location: Front of body	1	PLG	1700.00	1700.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		The Tomar Emitter is to be tied into the sequencer and NOT the load manager. It will have its own switch in the front console and is to deactivate when not in a drive gear.				
43-01-151A	<	Tomar Traffic Emitter, Recessed Mounted -Loc:(F4B) Mount below light location F4	1	PLG	0.00	0.00
		SIREN		PLG		
43-20-4G50	>	Siren, Whelen 295SLSA1, w/diag.	1	PLG	0.00	0.00
43-20-5000		Siren-Horn Switch	1	PLG	0.00	0.00
43-2U-5200		Mount PA Microphone on right side of console	1	PLG	0.00	0.00
		SIREN SPEAKERS		PLG		
43-31-4310	< >	Thru Bumper Speakers, CPI SAD/P 3800 Series, (2) F-Series, 2023-on Chassis equipped with OE fog lights will have fog lights removed and discarded to accommodate speaker mounting.	1	PLG	0.00	0.00
		REAR LIGHT BAR		PLG		
43-50-1000		-No rear Lightbar required-	1	PLG	0.00	0.00
	>	CAB MOUNTED LIGHTS		PLG		
43-68-A200	>	Whelen Independent CAB Flashing Lights, CLEAR Lens package	1	PLG	0.00	0.00
43-68-A210		** (4) Whelen ION Grille Lights Package	1	PLG	0.00	0.00
43-71-1400		(2) Upper Whelen T-Series LED Grille Light-(2)Red, CLEAR LENS, Chrome Flange	1	PLG	523.00	523.00
43-71-1624	<	*** Flange & Backing Plate included with T-Series Light *** Backing Plate Required for mounting in grille	1	PLG	0.00	0.00
43-71-3310		(2) Lower Whelen T-Series LED Grille Light-(2)White, CLEAR LENS, Chrome Flange	1	PLG	523.00	523.00
43-71-3628	<	*** Flange & Backing Plate included with T-Series Light *** Backing Plate Required for mounting in grille	1	PLG	0.00	0.00
43-71-4050		(2) Whelen 7x3 Split Sup-LED, Red/White -Fender	1	PLG	503.00	503.00
		BODY LIGHTING -<(Full Catalog PDF here):		PLG		
		FRONT BODY VEHICLE LIGHTS		PLG		
		-(Non-Emergency)				
43-A1-0700		(2) 600-Whelen, Directionals -LED,Amb/Arrow, Front -(Loc:F1C&F7C)-Clear	1	PLG	451.00	451.00
43-A2-0050		* FRONT BODY LIGHTING -w/NO LIGHTBAR (PDF>)	1	PLG	0.00	0.00
43-A2-0250	<	** (7) Front Upper Lights & Directionals The (4) lights, outboard of the Center light position, shall operate from (1) console switch.	1	PLG	250.00	250.00
43-A4-2420		*** M9 -Whelen KKK Front & Side Body Flashing Lights, CLEAR Lens package	1	PLG	0.00	0.00
43-A5-0055	< >	Whelen CENCOM for flashing lights, 64 outputs The flash pattern of the emergency warning lights will be via a C399 Cencom module and qty 3 Cencom 16 output expansion modules. Each emergency warning light location per	1	PLG	7354.00	7354.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		1040786 will have 2 wires to allow dual color lights (if equipped) to flash independently. Maximum # of outputs is 64 low outputs . When there 4 lights in the chassis grille , wiring from the primary (upper) would be wired to the lower light diagonally. Wired Inputs to Cencom will be as follows: Flashing Switch Primary,Flashing Switch Secondary, Brake, Neutral Safety, Photocell, Left flood switch, Right flood switch, Rear flood switch, Reverse. If equipped - Front Flashing switch , Rear Flashing switch				
43-A5-005M	>	No Provison for Vehicle to Vehicle Sync	1	PLG	0.00	0.00
43-A5-005N	< >	No additional CENCOM expansion modules requested If equipped with other flashing light locations beyond the cencom specified warning light locations , those lights will be flash controlled independently and not thru cencom.	1	PLG	0.00	0.00
43-A5-0120	<	Program Light Heads to Steady Burn Any programmable Warning light heads with connectivity thru Cencom will be programmed to steady burn.	1	PLG	0.00	0.00
43-A5-0160	<	CENCOM programming Alternating Cencom will be default programmed to an alternating fast flash when in response mode and alternating slow flash when in scene mode(in park, stationary). Duo lights(if equipped) will flash alternately. Cencom Flashing light function specifications in the cencom options override any and all other specs regarding warning lights anywhere else in the quote This is a user programmable flasher which gives the end user or dealer capability to customize flash patterns and function after delivery from the factory as desired given the above outputs and inputs.	1	PLG	0.00	0.00
43-A5-0162	< >	Vehicles Equipped with CENCOM Statement Light function specifications in the cencom options override any and all other specs regarding warning lights anywhere else in the quote for any light connected thru CENCOM or actuated thru CENCOM. Engineeirng will ignore special function or interlock requests (including evaluating feasibility)regarding any warning lights wired thru cencom as the default cencom program will not be modified. Additional wiring inputs into CENCOM beyond the stds specified in the option will not be added unless specifically requested. This is a user programmable device which gives the end user or dealer capability to customize flash patterns , function and any interlocks or special needs after delivery from the factory as desired given the outputs and inputs specfied in the	1	PLG	0.00	0.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		CENCOM option				
		The Cencom option provided is only for warning lights. The install includes hardware specified in option/s and predetermined wiring harnesses to specific lighting locations to accommodate the wiring needs per the option specs. A default PL standard program per the Cencom options specs is provided .The programming as stated in the option will not be modified by PL.				
		Cencom Flashing light function specifications in the cencom options override any and all other function or interlock specs anywhere else in the quote regarding warning lights that are wired into Cencom.				
		Engineering will ignore any function or actuation specs in other quote lines, including evaluating feasibility of such.				
		No additional inputs beyond inputs specified in Cencom std option will be added unless specifically requested in the quote.				
		Cencom modules are user programmable devices which gives the end user or dealer capability to customize flash patterns and function after delivery from the factory as desired given the outputs and inputs specified in the option.				
		PL accepts no liability of expectations of final functionality thru Cencom. Limitations are present based on the wiring provided and the lighting that may be specified.				
43-A5-0165	<	Emergency Warning Light Switching, Primary/Secondary switch All Body & Cab flashing LED flashing lights will be controlled thru primary /secondary warning light switch in cab console switch panel. Primary lights are considered upper body. Secondary is considered lower (below cab window level). Door Safety lights are not considered part of emergency warning lights circuitry or control.	1	PLG	0.00	0.00
43-A5-0250	<	Whelen photo cell (For use with CENCOM) Provide and install a LCPHOTO photocell in the dash area for a low power input into the Cencom unit. This feature will not be programmed	1	PLG	0.00	0.00
	>	FRONT BODY WARNING LIGHTS		PLG		
43-A7-1100	<	All Whelen M9 Flanges, Chrome -(M9FC) M9 vehicle lights shall be equipped with a Whelen M9FC Chrome flange	1	PLG	0.00	0.00
43-B0-A100		M9-Whelen, Sup-LED, Red, Front - (Loc: F1)	1	PLG	400.00	400.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
43-B0-A890		M9-Whelen, Sup-LED, White, Front - (Loc: F2)	1	PLG	400.00	400.00
43-B0-B250		M9-Whelen, Sup-LED, Red, Front - (Loc: F3)	1	PLG	400.00	400.00
43-B0-B800		M7-Whelen, Sup-LED, White, Front - (Loc: F4)	1	PLG	400.00	400.00
43-B0-C600		M9-Whelen, Sup-LED, Red, Front - (Loc: F5)	1	PLG	400.00	400.00
43-B0-C890		M9-Whelen, Sup-LED, White, Front - (Loc: F6)	1	PLG	400.00	400.00
43-B0-D200		M9-Whelen, Sup-LED, Red, Front - (Loc: F7)	1	PLG	400.00	400.00
		M9 -Whelen Primary Side Light package-(Clear Lens) (PDF>)		PLG		
43-F0-C100		M9-Whelen, Sup-LED, Red, Left Side - (Loc: LS1)	1	PLG	400.00	400.00
43-F0-D100		M9-Whelen, Sup-LED, Red, Left Side - (Loc: LS4)	1	PLG	400.00	400.00
43-F4-C100		M9-Whelen, Sup-LED, Red, Right Side - (Loc: RS1)	1	PLG	400.00	400.00
43-F4-D100		M9-Whelen, Sup-LED, Red, Right Side - (Loc: RS4)	1	PLG	400.00	400.00
		REAR BODY WARNING (Flashing) LIGHTS		PLG		
43-H1-0500		**M9 -Whelen Independent, Rear Body Flashing Lights - CLEAR Lens	1	PLG	0.00	0.00
		M9 -REAR LIGHT LAYOUT -(No Lightbar or Traffic Advisor) (PDF>)		PLG		
43-H5-C120		(3) Rear Upper Lights & (2) Window Level Lights	1	PLG	0.00	0.00
43-S1-0320		M9-Whelen, Sup-LED, Blue, Rear - (Loc: R1)	1	PLG	400.00	400.00
43-S1-0850		M9-Whelen, Sup-LED, Amber, Rear - (Loc: R4)	1	PLG	400.00	400.00
43-S1-1850		M9-Whelen, Sup-LED, Red, Rear - (Loc: R7)	1	PLG	400.00	400.00
		M9 -Rear Lights at Window Level		PLG		
43-S1-C350		M9-Whelen Sup-LED, Red, Rear - (Loc: R10B)	1	PLG	400.00	400.00
43-S1-D100		M9-Whelen Sup-LED, Red, Rear - (Loc: R11B)	1	PLG	400.00	400.00
		REAR NON-EMERGENCY LIGHTS		PLG		
44-10-1500	< >	Stop/Tail and Turn Signal-Light heads with clear lenses	1	PLG	0.00	0.00
		Exterior vehicle Rear Stop/Tail & Turn light heads will have Clear Lenses.				
44-26-0150		Stop/Tail, (2) M6 -Whelen Super LED -(clear Lens) w/Flange	1	PLG	245.00	245.00
44-26-0300		Back-up, (2) M6 - Whelen Super LED w/Flange	1	PLG	417.00	417.00
44-26-0550		Directional, (2) Whelen M6 Super LED -(clear Lens) Populated Arrow	1	PLG	162.00	162.00
		AUXILIARY NON-EMERGENCY LIGHTS		PLG		
44-30-1000	>	HD Mini Oval Marker/Clearance Lts, LED Front, Rear, (2) Sides	1	PLG	0.00	0.00
44-30-3000	>	Lower Side Marker, Flash w/Directionals, (2) ea side	1	PLG	262.00	262.00
44-30-5500		Running Board Illum Lights, (2) , Heavy Duty LED 4" Recessed	1	PLG	470.00	470.00
44-35-1060	< >	Rear Red Flasher/Brake Light Priority -(for Rear window level lights)	1	PLG	250.00	250.00
		For use with Rear Window Level Lights				
		Not available with CENCOM				
44-35-2999	<	Brake Priority Not Available With CENCOM Brake input provided in CENCOM. User programable as desired	1	PLG	0.00	0.00
44-40-7040	<	Under Body Ground Lights, Waterproof, (4) Heavy Duty 4" LED Lights spaced each side, two front of axle.	1	PLG	700.00	700.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		Lights to operate with any entrance or compartment door open, when vehicle is shifted in reverse and with switch in drivers console.				
		FLOOD LIGHTS		PLG		
44-50-1040		(2) Whelen 9x7, 24-LED Opti -Scene Flood, Left side-(Loc:LS2, LS3)	1	PLG	1117.00	1117.00
44-50-1140		(2) Whelen 9x7, 24-LED Opti -Scene Flood, Right side-(Loc:RS2, RS3)	1	PLG	1117.00	1117.00
44-50-24D0		(2) M9 - Whelen, Super LED Scenelight, (2) , Rear-(Loc:R12, R13)	1	PLG	1193.00	1193.00
44-50-7000		20" Hi-Viz 15 LED Mini Brow Light White, Front Body Condenser Mounted	1	PLG	1275.00	1275.00
44-50-7030		9" Hi-Viz 6 LED Mini Brow Light Qty 2 White, Front Body Cond Tray Corner Mounted	1	PLG	900.00	900.00
44-50-9000		Scene Light Loc. RS2 Above Compt. "D"	1	PLG	100.00	100.00
44-50-9050	<	Brow light Switch Condenser mounted brow light/s on/off switch in console Legend -Frt Scene	1	PLG	250.00	250.00
44-60-3000		Rear Scene Lights on w/Rear Door Open/Reverse	1	PLG	0.00	0.00
44-60-7000		Left/Right & Rear Flood Lights, On In Reverse	1	PLG	0.00	0.00
		CLIMATE CONTROL		PLG		
45-10-1000		Ventilation, Flow-Thru, (2) Speed, Cast Products Rear Cowl	1	PLG	0.00	0.00
45-30-6000		HVAC, Center Ducted System	1	PLG	0.00	0.00
45-30-6010		Clima-Tech HVAC Control System and Evaporator	1	PLG	0.00	0.00
45-30-6100		Front Body Condenser	1	PLG	2475.00	2475.00
45-30-6110		Front Body Condenser Housing	1	PLG	1010.00	1010.00
45-30-6111	>	Brow Light on Front Body Condenser Housing	1	PLG	0.00	0.00
45-30-6P00		Classic SuperCool, Independent Aux Compressor	1	PLG	4485.00	4485.00
45-35-1100		Auxiliary Coolant Pump Climate Control System	1	PLG	0.00	0.00
		CEILING CONFIGURATION		PLG		
45-99-0400		Ceiling Configuration for (10) Dome Lights & 2 Speakers	1	PLG	0.00	0.00
		INTERIOR LIGHTS		PLG		
		EXTERIOR COMPARTMENT LIGHTS		PLG		
46-20-1075	<	Lights, Ext. Compartments, TecNiq LED E44 Strip Lights (Vertical Linear Lights)	1	PLG	1475.00	1475.00
46-20-1350		Oxygen Compartment Light Switch, Located in Rear Main Switch Panel	1	PLG	0.00	0.00
		AUXILIARY INTERIOR LIGHTING		PLG		
46-20-2000		Heavy Duty LED panel Light, (Life Support Station Area)	1	PLG	0.00	0.00
46-20-2550		Panel Light (Life Support Station) Switch, Located in Rear Main Switch Panel	1	PLG	0.00	0.00
46-20-4100	<	Whelen PSRASXCR - Brake/Tail/Turn - Interior, Above Rear Doors Mounted above rear entry doors	1	PLG	291.00	291.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
46-25-1000	< >	Interior Cabinet Lights, TecNiq E44 LED Strip Lights, White Qty: 5 Location: Left Front upper Left Rear Upper Right Front Upper Right Side rear of squad bench lower Left middle upper	1	PLG	200.00	200.00
46-30-1100		Stepwell Light, LED, Located at Side Entrance Door	1	PLG	0.00	0.00
46-50-1000		Dome Light Switch, (1) Left, (1) Right	1	PLG	0.00	0.00
46-50-5500	< >	3-way Dome/Rect. Light Master Switch (Front switch panel/Rear main switch panel) 3-way master at Cab Console and Rear Main Switch Panel for ceiling mounted lights. Note: This option is not compatible with 6-Gang aux switch panel options.	1	PLG	250.00	250.00
				PLG		
47-10-0000	<	CHARGING PORTS Charging Port Circuit All 12VDC charging ports (Power Point & USB) will be powered by a circuit which will be energized when the shoreline is plugged in, or the ignition is in the ON position.	1	PLG	0.00	0.00
47-20-1000		Charging Ports, Combo 12V/USB-A/C, Loc: LSS Wall	1	PLG	0.00	0.00
47-20-2000		Charging Ports, Combo 12V/USB-A/C, Loc: Right Front In/out	1	PLG	0.00	0.00
47-20-3000	< >	Charging Ports, Combo 12V/USB-A/C, Interior Wall or Cabinet Location: Qty:3 Location: (1) Left rear upper Cabinet, bottom shelf (1) Right Rear Middle cabinet (Recessed Into the "E" Compartment) (1) LR middle driver side	1	PLG	150.00	150.00
47-50-1P40	< >	USB-A Dual Port, 4.8A, Kussmaul 091-219-5, Mnt'd in single gang lighted sw plate For USB charging, Hot with body power or shoreline Max Output: 2.4 Amp per Port	1	PLG	210.00	210.00
				PLG		
47-60-0310	<	ANTENNA/COMMUNICATION RADIO (3) Antenna Leads w/ Base and Cap Installed - Body Roof Unless otherwise specified, lead will route to: (1) Front console (1) LSS (1) Behind Driver's Seat (See PDF Drawing of layout) Factory will drill a hole, mount base and cap at antenna location(s) specified above. Antenna bases are installed with nominal height adjustment. Persons installing antenna whip may	1	PLG	100.00	100.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		be required to perform final adjustment.				
47-60-6010	<	End Connectors, Mini UHF, installed on antenna leads Qty: 3, Location: All antenna leads	1	PLG	50.00	50.00
47-60-6030	<	End Connectors, QMA, Installed on antenna leads Qty: _____, Location _____	1	PLG	130.00	130.00
47-60-6040	< >	Antenna, VHF, 1/4 wave 152-162 MHZ Qty: 1, Location Antenna in HVAC Area	1	PLG	100.00	100.00
47-60-6200	< >	Radio Power Lead, Rear Main Switch Panel Includes: (1) Red 10 gauge marked radio 12 volt Hot, 30 amp, (1) Black 10 gauge marked radio ground, (1) Orange 12 gauge marked 12 volt switched, 20 amp.	1	PLG	0.00	0.00
47-60-6500	< >	Radio Power Lead 30 Amp, 10 ga. Cab Console Includes: (1) 12 volt Hot wire with 30 amp circuit protection, (1) 12 volt switched wire with 20 amp circuit protection.	1	PLG	0.00	0.00
47-60-6505	< >	Radio Power Leads 30 Amp, 10 gauge Includes: (1) 12 volt Hot wire with 30 Amp protection, (1) 12 volt switched wire with 30 Amp circuit protection. Qty: 1, Location: Life Support Station	1	PLG	215.00	215.00
47-60-7000	< >	Radio Power Lead w/40 Amp Fuse, 8 ga. Behind driver seat Includes: (1) 12 volt Hot wire w/fuse holder & 40 amp fuse, (1) 12 volt switched wire w/fuse holder and 40 amp fuse.	1	PLG	0.00	0.00
47-60-7005	< >	Radio Power Leads w/40 Amp Fuse, 8 gauge Includes: (1) 12 volt Hot wire w/fuse holder & 40 amp fuse, (1) 12 volt switched wire w/fuse holder and 40 amp fuse. Qty: _____, Location: _____	1	PLG	170.00	170.00
MISCELLANEOUS 12 VOLT ELECTRICAL				PLG		
48-00-0100	<	Portable Equipment Charging Circuits All 12VDC portable equipment (flashlights, liteboxes, etc) will be powered by a portable equipment charging circuit which will be energized when the shoreline is plugged in, or the ignition is in the ON position. Portable equipment charging power leads are not intended to power to equipment requiring 12V Hot at all times power (such as clocks, etc)	1	PLG	0.00	0.00
48-15-1610	< >	Back-Up 2-Camera System ASA Voyager w/7" Rear View Mirror Replacement Monitor ASA Voyager System Interior camera to be located on the front head	1	PLG	1870.00	1870.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		bumper.				
		Due to OEM mirror mounting - this option not available for Dodge chassis				
48-20-2000	>	Speakers w/ On/Off Control Rear Sw Panel	1	PLG	0.00	0.00
48-50-3070		Intellitec, Clock, mounted on 45 degree Cabinet (Life Support Station)	1	PLG	350.00	350.00
48-50-V019		BRG Precision LED 12v/DC Clock (Model SA618R) Mounted Over Rear Doors	1	PLG	565.00	565.00
48-80-5000	< >	12 Volt Portable Equipment Charging Lead, Behind Drivers Seat	1	PLG	250.00	250.00
		The vehicle shall be pre-wired with a 12 volt portable equipment charging lead terminating behind the driver's seat. The wiring shall be 12AWG, and include a power and ground conductor encased loom. The ends shall be capped, and the circuit labeled.				
		Location: Behind the driver's seat with 6ft lead.				
		Connected to 12V Portable Equipment Charging Circuit that will be energized when the shoreline is plugged in, or the ignition is in the ON position. Total capacity of all connected leads/ power points is 20 amps.				
48-80-5010	< >	12 Volt Portable Equipment Charging Lead, Behind Passenger Seat	1	PLG	250.00	250.00
		The vehicle shall be pre-wired with a 12 volt portable equipment charging lead terminating behind the passenger's seat. The wiring shall be 12AWG, and include a power and ground conductor encased loom. The ends shall be capped, and the circuit labeled.				
		Location: Behind the passenger's seat with 6ft lead.				
		Connected to 12V Portable Equipment Charging Circuit that will be energized when the shoreline is plugged in, or the ignition is in the ON position. Total capacity of all connected leads/ power points is 20 amps.				
48-80-5060	< >	12 Volt Portable Equipment Charging Lead, Exterior Compartment "B"	1	PLG	250.00	250.00
		The vehicle shall be pre-wired with a 12 volt portable equipment charging lead terminating in the exterior compartment "B". The wiring shall be 12AWG, and include a power and ground conductor encased loom. The ends shall be capped, and the circuit labeled.				
		Location: Upper Rear Right Corner of compartment with 6ft lead exposed in the compartment.				
		Connected to 12V Portable Equipment Charging Circuit that will be energized when the shoreline is plugged in, or the ignition is in the ON position. Total				

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		capacity of all connected leads/ power points is 20 amps.				
		ELECTRICAL 115 VOLT AC		PLG		
		SHORELINE		PLG		
51-00-2010		Shoreline, Super Auto-Eject, 20 amp, YELLOW	1	PLG	580.00	580.00
51-05-1000		Shoreline Location: Left Side, Above Compt. "B"	1	PLG	0.00	0.00
51-30-2000	<	Shoreline / Battery Charging Status Display Kussmaul Auto Charge Status Center	1	PLG	0.00	0.00
		Battery Voltage shown on 3-digit LED Display (4) Status LED Indicators for: HIGH VOLTAGE FULLY CHARGED CHARGING LOW VOLTAGE				
51-32-2000		Power Distr Box, 115v, w/20 amp Circuit Bkr	1	PLG	0.00	0.00
		MEDICAL OUTLETS		PLG		
52-10-1000		Hospital Grade Lighted GFCI Outlet, Location: L/S/S Wall	1	PLG	0.00	0.00
52-10-3000		Hospital Grade Lighted Outlet, Location: Right Front In/out	1	PLG	0.00	0.00
52-10-3200		Hospital Grade Lighted Outlet, Location: Right Front Upper	1	PLG	120.00	120.00
52-10-5000	<	Hospital Grade Lighted Outlet, Interior Wall or Cabinet Location: Qty: (6) Location: (1) On the Floor, in the Cab, Behind Passenger Seat (1) On the face of the Forward MIM cabinet, beside the Drawers (1) On the wall over the Rear Medic In Mind Cabinet, as high as possible (1) In the Left rear upper Cabinet (1) Left rear Middle Compt Rearward Wall (1) In the Right Front upper section	1	PLG	120.00	120.00
		BATTERY CHARGER / INVERTER CHARGEI		PLG		
55-10-1225	< >	Inverter/ Charger,Vanner LSC12-1100 Pure Sine Inverter/ 55A Battery Charger Deletes standard battery charger Deletes GFCI receptacle at LSS (GFCI is integral to inverter) Includes activation switch in rear switch panel (Standard Electric)) or Button on rear Vista Screen (VMUX Electric)	1	PLG	2195.00	2195.00
		PAINT LUSTRE		PLG		
60-00-0005		Ten Year Paint Warranty (Paint Lustre)	1	PLG	0.00	0.00
60-00-0007		Paint Adhesion Testing	1	PLG	0.00	0.00
		BODY AND CAB PRIMARY PAINT		PLG		
60-10-0210		*Body and Cab Same Single Color	1	PLG	0.00	0.00
60-10-1800	<	**Modular Body Paint Color Other Than Unit Standard White Provide Paint Code_____	1	PLG	1500.00	1500.00
60-10-1995	< >	Paint Rear Body Primary Color Only (for Chevron Application) Note: With "Chevron" striping selected, the rear of	1	PLG	0.00	0.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		the vehicle will be painted, the solid single, primary color. -(for Chevron application)-				
60-13-0900	<	Modular Body Paint Color Red Provide Paint Code_____	1	PLG	1000.00	1000.00
60-15-100B	<	Re-Paint Cab, Single Color, w/ Door Jambs (Classic 2 door) Provide Paint Code_____	1	PLG	8623.00	8623.00
60-15-1505		Cab Paint Color Same as Body	1	PLG	0.00	0.00
		ADDITIONAL VEHICLE PAINT, SECONDAR'		PLG		
61-05-0005		>>>>Choose additional paint required>>>>	1	PLG	0.00	0.00
61-80-2210		Polycoated Compt & Entr Door Sills, Compt Floors, Area Behind Rub Rails (*Note*)	1	PLG	0.00	0.00
		> LETTERING		PLG		
65-10-1000	S <	Reflective Lettering To Match Amherst Graphics of current fleet	1	PLG	1500.00	1500.00
		REFLECTIVE VINYL BELTLINE STRIPING		PLG		
65-39-0300		6" Vinyl Beltline Stripe	1	PLG	985.00	985.00
65-40-1020		Vinyl Main Stripe Color, White -(reflective)	1	PLG	0.00	0.00
65-40-2010		Vinyl Beltline Std. Stripe-straight	1	PLG	0.00	0.00
65-40-3010		Vinyl Beltline Stripe Location @Cab Window Level	1	PLG	0.00	0.00
		REFLECTIVE VINYL STRIPING MISC.		PLG		
65-50-0075	S < >	Reflective Tape Stripe 3/4" Location: Above & below the 6" reflective beltline Color: White	1	PLG	265.00	265.00
65-50-4020	< >	Reflective White Tape Stripe, 3/4" Outline, on interior of Entrance Doors Reflective White 3/4" Outline This provides the 60 sq.inch required for both general safety and KKK.	1	PLG	0.00	0.00
65-50-4080	< >	Reflective (Color) Tape Stripe, 3/4" Outline, on interior of Compartment Doors 3/4" outline on the interior pan of all compartment doors COLOR:_____	1	PLG	415.00	415.00
		REFLECTIVE CHEVRONS		PLG		
65-65-0500	< >	Reflective 6" Chevron Rear body +Upper Center Panel, no doors. (2 colors) Colors:1) 2)	1	PLG	1200.00	1200.00
65-65-3060		Reflective Chevron Design, Inverted "V", (Red/Yellow) Inner Entr. Doors Panels	1	PLG	730.00	730.00
		GRAPHICS		PLG		
65-88-4000		Star of Life Decal 32" on Roof	1	PLG	380.00	380.00
65-90-1000		Frosted, Star of Life, (2) 12" Rear Windows	1	PLG	250.00	250.00
		TECHNICAL RADIO INSTALLATION		PLG		
70-10-0550	<	Technical Radio Installation- Provided by Dealer Radio installation to be provided by dealer, at the dealers facility. Unless stated otherwise all radios, accessories and related wiring will be supplied by the end user	1	PLG	0.00	0.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
CHASSIS EQUIPMENT				PLG		
75-10-1110		Stainless Steel Wheel Inserts, DELETE	1	PLG	-150.00	-150.00
75-45-3550	>	Reserve Air Tank 5 Gallon	1	PLG	0.00	0.00
75-55-1200	<	Mirrors, Ford OEM F-Series Trailer Tow w/Power-Heated Glass Include Integrated clearance lights and turn signals.	1	PLG	0.00	0.00
75-60-1000		Mud Flaps, Rear, Light Duty Chassis	1	PLG	200.00	200.00
75-95-2500		Ford Series Front End-Caster Camber Align	1	PLG	0.00	0.00
79-90-S001			1	PLG	0.00	0.00
EQUIPMENT				PLG		
80-43-7000	<	Bottle Bracket, Dual, Cast Products Duramount Model OA1205 (D Bottle) Model QA1205-DUAL-D-1 Located in the recessed stepwell area Qty (1)	1	PLG	704.00	704.00
80-50-1000		Prep, Clean & Detail Vehicle for Delivery	1	PLG	0.00	0.00
89-90-S002			1	PLG	0.00	0.00
CHASSIS				PLG		
95-10-010A	<	** Chassis Model Year is not currently available to order Estimated pricing only Pricing and specs subject to change chassis is available.	1	PLG	0.00	0.00
95-12-275L	<	2027 FORD F550-Super Duty, 4x4, 108" CA, XLT - Diesel Ford F550 Chassis Cab Four Wheel Drive Wheelbase 193" - 108" CA Dual Rear G.V.W. 18,000 lbs. Powertrain/Functional: Engine: 6.7L "Powerstroke" Turbo Diesel V8 300 hp @2800 RPM, 660 lbs torque @1600 RPM Single Stage Turbo Charger Instant Start Glow Plugs for quick engine starts Diesel Emissions Fluid 6 gallon tank - mounted behind frame rail on drivers side Intelligent Oil Life Monitor Engine block heater Water Pump with 125 gallons per minute flow rate Transmission: Heavy Duty "TorqShift" Ten Speed Automatic with selectable drive modes; Normal, Tow Haul, Eco, Deep Sand/Snow Electronic Shift on the Fly with automatic locking front hubs with manual override. Brakes - 4 wheel Anti-lock Braking System Traction Control - DRW Models Fuel Capacity: 40 gallon single tank (aft axle) Front Axle: 7,000 lb. Monobeam, Dana Super 60 Rear Axle: 13,660lb. Full Floating Dana S110 Suspension:	1	PLG	80194.00	80194.00

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		Heavy Duty Front Coil Springs				
		Rear Leaf Springs, main & auxiliary				
		Shock absorbers, front & rear 1.38"				
		Stabilizer bar, front and rear				
		Power Steering				
		Steering Damper				
		Instrumentation: multifunction switch message center -				
		Gauges: Oil Pressure, Coolant Temperature, Trans Temp,				
		w/Indicator Lights, Tachometer, Trip Odometer, Turbo boost,				
		water in fuel warning light, low/contaminated diesel exhaust				
		fluid warning lights, glow plug preheat indicator				
		Ambulance Prep Package with EPA Special Emergency Vehicle Emissions - 47L				
		Engine Calibration significantly reduces the possibility of depower mode when in stationary PTO mode				
		Operator Commanded regen allowed down to 30% of DPF filter full instead of 100%				
		Stationary elevated idle control (SEIC) is built into the engine control module				
		Must meet definition of Emergency Vehicle; ambulance or fire truck in the federal register				
		Rear axle 4.10 Limited Slip				
		Dual OEM HD Alternators (total 410 amps) 67B				
		Dual 750 CCA Batteries				
		Operated Commanded Regeneration (OCR) #98R				
		Safety/Security:				
		Driver/Passenger frontal and side air bag/curtain				
		Passenger side air bag deactivation switch				
		Belt-Minder - chime & flashing warning light on instrument panel if belts not buckled				
		Safety Belts - color coordinated with height adjustment (front outboard seating positions only)				
		SOS Post-Crash Alert System				
		Securi-lock Anti Theft Ignition				
		Tires:				
		Front & Rear LT225/70R 19.5G All Position (6) #THB				
		Spare Tire: LT225/70R 19.5G (All Position)				
		Wheels; 10 hole Disc, 19.5" x 6" Steel				
		Exterior Trim:				
		Dual Electric Horns				
		Chrome Front Bumper & Grille Surround				
		Front Tow Hooks				
		Lights - roof/marker clearance lights				
		Dual Beam Jewel Effect Headlights				
		High Mount Stop Light				

PART NO	S	DESCRIPTION	QTY	ID	EACH	EXTENDED
		Mirrors: Black POWER Telescoping Trailer Tow with Power Heated Glass, Integrated clearance lights, Turn signals, LED security approach lights, Utility lighting System (LED side mirror spotlights) #54F				
		XLT Interior Cab Trim: #663A Air Conditioning Cloth Headliner, Map Pockets AM/FM Radio w /MP3				
		SYNC 4 4.2" LCD Productivity Screen in IPC (Instrument Panel Cluster) 8" LCD Touchscreen with Swipe Capability in DASH				
		Overhead Console with dual storage bin and map lights Outside Temperature Display Interval Windshield Wipers Tilt Steering Wheel/Speed Control - steering wheel mounted Power Windows/Door Locks Black Vinyl Floor (No Floor Mats) Headlights on audible alarm Dual overhead Map Light Daytime Running Lights Front seats, high series cloth - 40/20/40 #3S				
		Driver Assist Technology Audible Lane Departure Warning Pre-Collision Assist with Automatic Emergency Braking and forward collision warning Automatic High Beam Headlights				
		Color Scheme: Exterior Color: Oxford White #Z1 Interior Color: MEDIUM DARK SLATE				
95-12-6100	< >	F450/F550 Aluminum Wheels Option (#64D) This option, when selected, takes precedence over the option in the standard chassis spec: WHEELS; 10 HOLE DISC, 19.5" x 6" POLISHED ALUMINUM #64D REQUIRES SPECIAL ORDER CHASSIS	1	PLG	1095.00	1095.00
95-12-6145	<	F350/F450/F550 XLT VALUE, Ext. & Crew Cab (#17V)(2024+) This option, when selected, takes precedence over the option in the standard chassis spec: XLT INTERIOR PACKAGE #17V AUTOLOCK / AUTO UNLOCK POWER DRIVER'S SEAT (EIGHT WAY) REAR WINDOW DEFROST REMOTE START POWER ADJUSTABLE PEDALS	1	PLG	2155.00	2155.00

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Preview Order A493 - F5H 4x4 Reg Chas Cab DRW: Order Summary Time of Preview: 08/10/2026 14:09:59 Receipt: 8/10/2026

Dealership Name: Grappone Ford

Sales Code : F11300

Dealer Rep.	Sarah Reilly	Type	Fleet	Vehicle Line	Superduty	Order Code	A493
Customer Name	Amherst Fire	Priority Code	K1	Model Year	2027	Price Level	715

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X4 CHASSIS CAB DRW/193	\$62395	.REMOTE START SYSTEM	\$0
193 INCH WHEELBASE	\$0	.8-WAY POWER SEAT-DRIVER	\$0
TOTAL BASE VEHICLE	\$62395	18000# GVWR PACKAGE	\$0
OXFORD WHITE	\$0	50 STATE EMISSIONS	\$0
40/20/40 CLOTH SEAT	\$0	AMBULANCE PREP W/SPEC EMISS	\$1205
MEDIUM DARK SLATE	\$0	.410 AMP DUAL ALTERNATOR	\$0
PREFERRED EQUIPMENT PKG.663A	\$0	SPARE TIRE AND WHEEL	\$350
.XLT TRIM	\$0	POWERSCOPE TRAILER TOW MIRROR	\$280
.AM/FM STEREO MP3/CLK	\$0	JACK	\$0
6.7L POWER STROKE V8 DIESEL	\$10995	POLISHED FORGED ALUM 19.5" WHL	\$1095
10-SPEED AUTO TORQSHIFT	\$0	CONN PKG:1 YR INCL W/FORD APP	\$0
225/70R19.5G BSW ALL POSITION	\$0	SECURITY PACKAGE: 1 YR INCL	\$0
4.10 RATIO LIMITED SLIP AXLE	\$395	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
FRONT LICENSE PLATE BRACKET	\$0	FUEL CHARGE	\$0
CARPET DELETE	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
XLT VALUE PACKAGE	\$1900	PRICED DORA	\$0
.BACKGLASS DEFROST	\$0	ADVERTISING ASSESSMENT	\$0
.POWER ADJUSTABLE PEDALS	\$0	DESTINATION & DELIVERY	\$2795
Total out the door price including Grappone and Government discounts as of 8/10/2026: \$70,672			MSRP
TOTAL BASE AND OPTIONS			\$81410
DISCOUNTS			NA
TOTAL		Pricing is good for 30 days then needs verification	\$81410

ORDERING FIN: QS038 END USER FIN: QN943

Customer Name:	Customer Email:
Customer Address:	Customer Phone:



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Fire and EMS Department - Knox
Box Project Approval

Department: Fire Rescue

Meeting Date: August 24, 2026

Staff Contact: Donald Waldron

BACKGROUND INFORMATION:

The purpose of this agenda item is to request that the Board of Selectmen approve the reallocation of identified budgetary funds from the Fire and EMS, Public Works, and Police Department FY27 budgets to fund the completion of Phase 2 of the Town's Knox Box security system upgrade, totaling \$95,000.

The Town of Amherst maintains a secure key box system to facilitate rapid access to all buildings with a fire alarm system. This system is called "Knox Box". The system was initially implemented in the 1980s. The Fire and EMS Department is the only agency in town that has keys to open these Knox boxes. Inside the boxes are keys to open the building and access all areas.

Upon conducting a control audit of the keys issued to our Department, it was determined that several master keys are unaccounted for. We believe these keys were simply lost or issued to individual officers and then not recovered when those officers retired.

After identifying this issue, we consulted with the Knox Company for advice. Their representatives advised that the best practice would include a two-prong approach to addressing this issue. First, the Department has installed key retention devices in all apparatus. Second, all Knox keys have been recalled from individual officers. These steps have been in progress and are about to be completed. This phase was funded from unspent funds resulting from departmental vacancies. The final phase of this project includes replacing or retrofitting all Knox Boxes throughout the community. The Department has records of 177 boxes installed in Amherst. Some of these boxes will only need the keyway to be replaced; others will need the entire box replaced.

The Department will also take this opportunity to upgrade all boxes to Knox's new "E-Key" system, which uses an electronic FOB instead of a mechanical key to open the boxes. The advantage is that if the FOB is out of the key retention device for more than 30 minutes, it will deactivate and become useless. This will eliminate the risk of this ever happening again. Further, the E-Key system will provide full audit records showing every time a Knox Box in town has been accessed and by whom. The Fire and EMS Department is requesting \$95,000 to implement the final phase of this system upgrade. This price reflects the purchase of the required Knox boxes or keyways, as well as installation costs for hiring personnel to perform the installations. Pricing reflects an 8% discount negotiated with the Knox company for all required equipment. This also includes a small contingency amount.

The Department continues to have a vacancy in the Fire Captain position. The roles and responsibilities of this vacant position have been addressed on a temporary, band-aid approach. But this approach is reaching its limits and affecting other town departments and builders' timelines. We have partially met this demand by hiring an On-Call Inspector, but he is currently working beyond the scope of the On-Call position. It is my intention to have this position filled by November 1, 2026. Due to this vacancy, some funds could be transferred from salary and benefit line items to department equipment line items to partially cover the expenses. Additionally, working with the Finance Director, we have identified several other sources to fund the balance of this project. We propose the following transfers to fund this project:

Fire-Rescue Full-time Salaries and Consolidated Benefits Line Item

This position will be vacant from July 1 to November 1, 2026. There is a strong need to fill this position, as several important inspection services have been affected by the vacancy. I would advise against allowing this position to remain vacant any longer than needed.

The funds from this salary line item, along with the associated employee costs, would provide approximately \$70,000 toward addressing the Knox box project.

Reallocation of Funds From Other Departments

The Town Administrator, in collaboration with the Public Works Director and Police Chief, reviewed the FY27 budget to identify underutilized or unspent operating and salary-related line items that could be reallocated to address the project funding shortfall of \$24,062.36, as detailed below.

Town Administration and the Fire and EMS Department respectfully request that the Board of Selectmen approve the reallocation of the identified funds to support this project.

From line item	Description	Amount
01-4220-10-1111	Fire Rescue: FT Wages	\$39,319.20
01-4220-20-1220	Social Security	\$2,437.79
01-4220-20-1225	Medicare	\$570.13
01-4220-20-1235	NHRS	\$11,461.55
01-4155-20-1210	Health Insurance	\$16,306.92
01-4155-20-1211	Dental Insurance	\$842.05
01-4210-10-1112	Supervisory Full-Time Wages	\$9,062.36
01-4312-10-1110	Highway Full-Time Wages	\$15,000.00

BUDGET IMPACT:

(Include general ledger account numbers)

This request uses unplanned surplus funds resulting from an unexpected vacancy in a full-time position and funding from other sources as identified by the Town Administrator.

POLICY IMPLICATIONS:

There are no policy implications associated with this request.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

SUGGESTED MOTION:

I move that the Board of Selectmen approve the identified FY27 budgetary line transfers within the Fire and EMS, Public Works Department, and Police Department to the Fire and EMS Department, Tools & Equipment FY27 budget line item (01-4220-60-2653) to fund the Knox Box upgrade project as presented.

TOWN ADMINISTRATOR RECOMMENDATION:

Town Administration fully supports the completion of this high-priority project. Through a thorough due diligence process, the Board and Town staff have identified funding sources that will effectively utilize FY27 budget appropriations that are projected to be underutilized or remain unspent. These operating and salary-related funds are proposed for reallocation to support the completion of this important project while maintaining responsible fiscal stewardship and minimizing any impact on the Town's overall budget. Town Administration recommends that the Board approve the identified FY27 budgetary line transfers within the Fire and EMS, Public Works Department, and Police Department be made to the Fire: Tools & Equipment line item (01-4220-60-2653) to fund the Knox Box upgrade project as presented.

ATTACHMENTS:

1. Knox box project budget

Knox Box Project Proposed Budget				
E-Keys	8	\$474	\$3,792	
E-Key keyways	106	\$284	\$30,104	
Replacement Knox boxes	71	\$740	\$52,540	50 boxes MUST be replaced, 21 boxes <u>might</u> be compatible with keyways
Equipment sub-total			\$86,436	
	After discount	-8%	\$79,521	
Keyway Installation	106	\$50	\$5,300	Estimate
Knox box installation	71	\$100	\$7,100	Estimate
Contingency			\$3,079	
Labor total			\$12,400	
			\$95,000	



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Fire and EMS Department -
Appointment of Steven Dube as Deputy
Forest Fire Warden

Department: Fire Rescue

Meeting Date: August 24, 2026

Staff Contact: Donald Waldron

BACKGROUND INFORMATION:

The Fire and EMS Department is requesting approval from the Board of Selectmen for the appointment of Steven Dube as Deputy Forest Fire Warden for the Town of Amherst.

Inspector Dube was hired in July 2026 as an On-Call Fire Inspector. In this role, he will be responsible for inspecting fire permit requests, issuing permits, investigating complaints, and issuing warnings when necessary. The appointment as Deputy Forest Fire Warden will provide him with the authority necessary to carry out these responsibilities on behalf of the Town.

As Deputy Forest Fire Warden, Inspector Dube will report to Amherst Fire Warden Donald Waldron.

BUDGET IMPACT:

(Include general ledger account numbers)

None

POLICY IMPLICATIONS:

None

DEPARTMENT HEAD RECOMMENDATION:

Recommend the appointment of Steven Dube as Deputy Forest Fire Warden for the Town of Amherst.

SUGGESTED MOTION:

I move that the Board of Selectmen approve the appointment of Steven Dube as Deputy Forest Fire Warden for the Town of Amherst as presented.

TOWN ADMINISTRATOR RECOMMENDATION:

Town Administration recommends approving the appointment of Steven Dube as Deputy Forest Fire Warden for the Town of Amherst.

ATTACHMENTS:

None



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Fire and EMS - Acceptance of Donation

Department: Fire Rescue

Meeting Date: August 24, 2026

Staff Contact: Donald Waldron

BACKGROUND INFORMATION:

The Fire and EMS Department seeks approval to accept a donation from Lowe's Store 2526 located in Amherst. Lowe's is donating a new Frigidaire electric range to help update the appliances in our administrative area kitchen.

BUDGET IMPACT:

(Include general ledger account numbers)

0

POLICY IMPLICATIONS:

None

DEPARTMENT HEAD RECOMMENDATION:

Approval.

SUGGESTED MOTION:

I move to approve the donation of a Frigidaire electric stove valued at \$629.99 from Lowe's Store 2526.

TOWN ADMINISTRATOR RECOMMENDATION:

Town Administration recommends that the Board of Selectmen accept the donation as presented and formally thank Lowe's for their continued support to the Fire and EMS Department and Town.

ATTACHMENTS:

1. Lowes_Donation_Letter

Lowe's Home Improvement

124 NH-Route 101A

Amherst, NH 03031

August 14, 2026

Dear Amherst Board of Selectmen:

Please accept this donation of a new Frigidaire electric range for use by the Amherst Fire and EMS Department.

Retail value: \$629.99

Thank you,

Mehdi Ezzakhrajy

Store Manager

Lowe's Home Improvement - Store #2526



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Works Department — Fleet
Mechanic Job Description & Wage
Approval

Department: Public Works

Meeting Date: August 24, 2026

Staff Contact: Eric Slosek

BACKGROUND INFORMATION:

The Department of Public Works has undertaken a comprehensive review of the Fleet Mechanic position following the vacancy created by the departure of the Town's former Master Fleet Mechanic. During this review, the Department evaluated the existing job description, compared it with similar positions in other municipalities, and assessed the responsibilities necessary to support current DPW and Town operations.

The existing Master Fleet Mechanic job description included numerous management-level responsibilities, including supervision of personnel, fleet administration, procurement, budgeting, and strategic fleet management. These responsibilities significantly exceeded those typically associated with a working fleet mechanic and were not well aligned with the current compensation offered for the position.

The attached revised "Fleet Mechanic" job description has been updated to reflect the Town's immediate operational needs. The position is now focused primarily on skilled diagnostics, maintenance, repair, preventative maintenance, computerized work order documentation, and mentoring of employees performing similar work. As compared to the Master Fleet Mechanic position, the Fleet Mechanic position continues to require a high level of technical expertise, independent judgment, emergency response capability, and advanced diagnostic skills, while removing formal supervisory and administrative responsibilities.

Position Reclassification

The current Fleet Mechanic position is classified as Grade 9 on the Town's wage scale. Based upon a review of other municipal fleet mechanic positions and an evaluation of the qualifications, certifications, technical expertise, and independent decision-making required for the revised position, the Department recommends reclassifying the position to Grade 11.

Although the revised position no longer includes formal supervisory or fleet management responsibilities, it continues to require:

- Advanced diagnostics and repair of light, medium, and heavy-duty vehicles and equipment;
- Operation of computerized diagnostic equipment and computerized maintenance management systems;

- Multiple technical certifications and licenses;
- Independent troubleshooting and decision-making;
- Emergency response and mandatory winter operations; and
- Technical mentoring and on-the-job training of employees performing similar fleet maintenance duties.

The proposed Grade 11 classification more appropriately reflects these technical requirements while remaining comparable to other municipal employers. Grade 11 currently ranges from \$30.12 to \$35.30 per hour, compared with the current Grade 9 range of \$29.26 to \$34.29 per hour. The increase represents an approximate annual increase for the position of \$2000.

Future Fleet Organization

The Department continues to believe that the Town ultimately requires two distinct fleet maintenance positions.

The immediate operational priority is filling the revised Fleet Mechanic position to restore the Department's ability to perform timely maintenance and repairs to the Town's fleet and equipment.

Looking ahead, the Department intends to retain the Master Fleet Mechanic position as a separate position with greater administrative, supervisory, and fleet management responsibilities. That position would be responsible for duties such as fleet administration, maintenance planning, procurement coordination, equipment replacement planning, and overall fleet program management, as well as assisting the Fleet Mechanic with hands-on repairs. The Master Fleet Mechanic job description will be updated separately, together with an evaluation of an appropriate compensation level.

Until such time as that position is filled, many of those administrative and fleet management responsibilities will continue to be facilitated by DPW management. The Department anticipates presenting the Master Fleet Mechanic position as a strategic staffing initiative as part of a future Strategic Plan.

Documents:

[Full Revised Job Description](#)

BUDGET IMPACT:

(Include general ledger account numbers)

The position is fully funded for FY27 (funded at Grade 12).

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

Recommend approval of the revised Fleet Mechanic job description and reclassification of the position from Grade 9 to Grade 11 on the Town Wage Scale.

SUGGESTED MOTION:

Move to approve the revised Fleet Mechanic job description as presented and reclassify the Fleet Mechanic position from Grade 9 to Grade 11 on the Town wage scale, effective immediately. The Master Fleet Mechanic position will remain unfilled until future approval by the Board.

TOWN ADMINISTRATOR RECOMMENDATION:

Recommend approval of the revised Fleet Mechanic job description as presented and reclassify the Fleet Mechanic position from Grade 9 to Grade 11.

ATTACHMENTS:

None



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Works Department — Mack Hill Culvert Installations

Department: Public Works

Meeting Date: August 24, 2026

Staff Contact: Eric Slosek

BACKGROUND INFORMATION:

DPW was notified by CSSI, the contractor performing the Mack Hill/Pennichuck water main replacement, that two Town-owned culverts exposed during excavation were in poor condition. A subsequent DPW inspection confirmed a hole in the top of one pipe and significant corrosion in both. CSSI offered to replace the culverts while the project was underway.

DPW consulted the Town Administrator and received authorization to proceed with the unplanned replacements. DPW is now informing the Board of Selectmen and requesting retroactive approval. The original estimate was \$37,790, with a reduced cost of \$6,500 (\$31,290 total) if the road could be closed. Following completion, CSSI verbally advised that the anticipated cost was approximately \$25,000 due to savings generated by DPW assistance. The final cost will be known once paving is complete.

Documents:

[CSSI Estimate](#)

BUDGET IMPACT:

(Include general ledger account numbers)

\$25,000 (Est.)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

Recommend ratification.

SUGGESTED MOTION:

I move that the Board of Selectmen ratify the Town Administrator's authorization and approve the replacement of two Town-owned culverts identified during the Mack Hill/Pennichuck water main replacement project, with the final expenditure anticipated to be approximately \$25,000.

TOWN ADMINISTRATOR RECOMMENDATION:

Upon consultation with DPW, Town Administration determined that the condition of the culverts constituted an emergency requiring immediate action to protect public safety, preserve the roadway, and prevent potential failure of critical drainage infrastructure. Delaying the work until Board approval could be obtained would have increased the Town's risk, costs, and disruption to the traveling public.

Accordingly, I authorized DPW to proceed with the culvert replacements under my emergency authority. The original estimated cost was \$37,790, reduced to \$31,290 if the roadway remained closed. Following installation, CSSI advised that the anticipated final cost is approximately \$25,000 due to efficiencies achieved through DPW assistance. The final contract amount will be confirmed upon completion of paving and receipt of the final invoice.

Recommendation

Town Administration recommends that the Board of Selectmen acknowledge the emergency circumstances, ratify the authorization to replace the two Town-owned culverts, and approve the associated expenditure upon receipt of the final invoice from CSSI.

ATTACHMENTS:

None



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Works Department —
Large Common Tree Removal

Department: Public Works

Meeting Date: August 24, 2026

Staff Contact: Eric Slosek

BACKGROUND INFORMATION:

The DPW was notified by ACC that an elm tree located on the large common is infected with Dutch Elm Disease. The recommendation from ACC is to remove the tree as soon as practicable to prevent further spread of the disease to other elm trees on the green.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

Recommend approving removal of the subject tree.

SUGGESTED MOTION:

I move to authorize the Department of Public Works to remove the diseased elm tree located on the Large Common.

TOWN ADMINISTRATOR RECOMMENDATION:

Recommend that the Board of Selectmen approve the removal of the diseased elm tree located on the Large Common as presented.

ATTACHMENTS:

1. Large Common Elm





Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Works Department —
Town Hall Security Improvements

Department: Public Works

Meeting Date: August 24, 2026

Staff Contact: Eric Slosek

BACKGROUND INFORMATION:

Staff has reviewed existing Town Hall security infrastructure and identified several areas where improvements are recommended to enhance building security, employee safety, and facility access management. The proposed upgrades include replacement of traditional keyed door locks with an electronic FOB-based access control system.

Proposed Improvements

The proposed project includes:

Replacement of existing keyed access points with a Paxton Net2 electronic FOB access control system allowing staff-specific credentials, audit tracking, and centralized management of building access permissions.

These locations include the interior front entrance door, the exterior rear door, and the 2nd floor meeting room access door.

Equipment Summary

Proposed equipment includes:

- Paxton Net2 Plus access control units with network-based centralized management
- Paxton P50 proximity FOB/card readers for controlled door access

Documents:

[FOB Controls Quote](#)
[Paxton Desktop Reader](#)
[Paxton Net2 Plus Control](#)
[Paxton P-50 Prox Reader](#)

BUDGET IMPACT:

(Include general ledger account numbers)

The project cost to upfit three doors would be \$9,450.00.

POLICY IMPLICATIONS:**DEPARTMENT HEAD RECOMMENDATION:**

Staff recommends approving the security enhancements and associated proposal from American Security.

SUGGESTED MOTION:

I move to approve the proposed security enhancements and associated proposal from American Security in the amount up to \$9,450.00.

TOWN ADMINISTRATOR RECOMMENDATION:

Recommend that the Board of Selectmen approve the proposed enhancements and associated proposal from American Security as presented.

ATTACHMENTS:

None



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Public Works Department - Request for Surplus Designation of Vehicles **Department:** Public Works

Meeting Date: August 24, 2026

Staff Contact: Eric Slosek

BACKGROUND INFORMATION:

As part of the DPW's and Recreation's ongoing fleet management process, staff identified the vehicles listed below as no longer in service and no longer needed for department operations. Declaring the vehicles surplus will allow the DPW to remove them from its fleet inventory and dispose of them through a public auction.

Following Board approval, staff will coordinate the auction and complete all necessary title, inventory, and disposal documentation.

The vehicles include:

Year	Make	Model	VIN
2019	Ford	Taurus	1FAHP2MK9KG106405
2015	Ford	Interceptor	1FAHP2MK4FG149247
2016	Ford	Interceptor	1FAHP2MK4GG122258
2017	Ford	Taurus	1FAHP2MK0HG122825
2018	Ford	Taurus	1FAHP2MK2JG127272
2013	Ford	Interceptor	1FAHP2M85DG134483
2015	Ford	Interceptor	1FAHP2MK2FG149246

**BOLD text signifies Recreation vehicles.*

BUDGET IMPACT:

(Include general ledger account numbers)

Revenue from sale will revert to the general fund.

POLICY IMPLICATIONS:

N/A

DEPARTMENT HEAD RECOMMENDATION:

Recommend declaring listed vehicles as surplus.

SUGGESTED MOTION:

Move to declare the seven (7) vehicles identified in the staff report as surplus property and authorize the DPW Director to facilitate their disposal through public auction.

TOWN ADMINISTRATOR RECOMMENDATION:

Town Administration recommends that the Board Of Selectmen approve the request as presented.

ATTACHMENTS:

1. VIN 2727
2. VIN 2825
3. VIN 2258
4. VIN 9247
5. VIN 6405













Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Assessing Department —
Elderly/Disabled Exemption Annual Update

Department: Assessing

Meeting Date: August 24, 2026

Staff Contact: Michele Boudreau

BACKGROUND INFORMATION:

Item A. Attached for the Board's review is the annual summary of properties receiving Elderly and Disabled property tax exemptions. Each year, applicants are required to submit financial information to the Assessing Department to verify continued eligibility under the Town's income and asset requirements.

The attached report provides a breakdown of all approved exemption properties. The Assessing Department is available to answer any questions or provide additional information at the Board's request.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to approve the 2025 list of Elderly and Disabled property exemptions as submitted by the Assessor.

TOWN ADMINISTRATOR RECOMMENDATION:

Recommend approving the 2025 list of Elderly and Disabled property exemptions as submitted by the Assessor.

ATTACHMENTS:

1. Item A Confidential



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Certification of Yield Tax Billing
Meeting Date: August 24, 2026

Department: Assessing
Staff Contact: Michele Boudreau

BACKGROUND INFORMATION:

The purpose of this agenda item is to certify the yield tax due on timber harvested from the property identified as Map/Lot 004-116-000. The attached Timber Tax Levy and Certification of Yield Tax reflect a total yield tax of \$451.82 to be collected by the Tax Collector. The tax is calculated using the stumpage values established by the New Hampshire Department of Revenue Administration.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

Motion to approve the Timber Tax Levy and Certification of Yield Tax for the cutting of timber on Map/Lot 004-116-000 in the amount of \$451.82 as presented.

TOWN ADMINISTRATOR RECOMMENDATION:

Town Administration recommends approval of the Timber Tax Levy and Certification of Yield Tax for the cutting of timber on Map/Lot 004-116-000 in the amount of \$451.82 as presented.

ATTACHMENTS:

1. Item C Confidential



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Finance Manifests

Department: Finance Department

Meeting Date: August 24, 2026

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

June 6, 2026 - \$14,416.33

August 4, 2026 - \$23,101.24

August 13, 2026 - \$313,613.78

August 13, 2026 - \$24,900.01

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

None



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: NH DMV One Check Remittances
July 2026

Department: Finance Department

Meeting Date: August 24, 2026

Staff Contact:

BACKGROUND INFORMATION:

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

TOWN ADMINISTRATOR RECOMMENDATION:

ATTACHMENTS:

None



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Baboosic Lake Septic Warrants Q3

Department: Tax Collector

Meeting Date: August 24, 2026

Staff Contact: Robert Paquin Varnum

BACKGROUND INFORMATION:

The purpose of this agenda item is to obtain the Board of Selectmen's signatures on the warrants for the Baboosic Lake Community Septic System. The warrants have been prepared by the Tax Office and represent the assessments associated with each phase of the system.

Phase	Amount
Phase I	\$3,701.64
Phase II	\$3,334.70
Phase III	\$4,593.58
Phase IV	\$2,976.23
Total	\$14,606.15

The Board is requested to review and sign the attached warrants as presented.

BUDGET IMPACT:

(Include general ledger account numbers)

None

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to approve and authorize the Board of Selectmen to sign the Baboosic Lake Community Septic System warrants as presented by the Tax Office.

TOWN ADMINISTRATOR RECOMMENDATION:

The Town Administrator recommends that the Board of Selectmen approve and sign the Baboosic Lake Community Septic System warrants as prepared by the Tax Office.

ATTACHMENTS:

1. Baboosic Lake Warrants 8-26 Confidential



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Assessing Abatement Approval
Meeting Date: August 24, 2026

Department: Assessing
Staff Contact: Michele Boudreau

BACKGROUND INFORMATION:

The purpose of this agenda item is to review and act on three property tax abatement requests submitted by property owners. The requests have been reviewed by the Assessor, who has provided recommendations based on the applicable property records, supporting documentation, and site inspections.

Item B – Map 025, Lot 071-000

The property owner requested an abatement stating that the building was demolished prior to April 1, 2025. The Assessor has since received and verified the demolition permit dated July 16, 2024, as well as dated photographs documenting the demolition. The assessed value will be reduced from \$204,100 to \$100,000, resulting in a recommended abatement of \$104,100 and a refund of \$2,496.00.

Item B-1 – Map 020, Lot 021-000

The property owner requested an abatement based on alleged errors on the property record card. The Assessor reviewed the property record and identified both increases and decreases to the property characteristics. Following the review, the assessed value increased by \$200, from \$486,000 to \$486,200. The property owner was notified of the results and offered an opportunity for an interior inspection but has not responded. The Assessor recommends denial of the abatement request.

Item B-2 – Map 002, Lot 028-013

The property owner requested an abatement following a fire on May 4, 2025, which affected four units. Following an inspection and consultation with the property manager, the Assessor determined that approximately 15% of the building was out of use for 332 days during the tax year. The Assessor recommends an abatement of \$397,300, representing the affected portion of the building for the applicable period, resulting in a refund of \$9,527.00.

The Board is requested to review the Assessor's findings and recommendations and take action on each abatement request as presented.

BUDGET IMPACT:

(Include general ledger account numbers)

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

SUGGESTED MOTION:

I move to accept the Assessor's recommendations for the property tax abatement requests identified as Map 025, Lot 071-000; Map 020, Lot 021-000; and Map 002, Lot 028-013, including the recommended abatements, refund amounts, and denial as presented.

TOWN ADMINISTRATOR RECOMMENDATION:

The Town Administrator recommends that the Board of Selectmen accept the Assessor's recommendations for the property tax abatement requests identified as Map 025, Lot 071-000; Map 020, Lot 021-000; and Map 002, Lot 028-013, including the recommended abatements, refund amounts, and denial as presented.

ATTACHMENTS:

1. Item B Confidential
2. Item B-1 Confidential
3. Item B-2 Confidential



Town of Amherst, NH BOARD OF SELECTMEN STAFF REPORT

Title: Town Treasurer — Resignation and New Appointment of Treasurer **Department:** Finance Department

Meeting Date: August 24, 2026 **Staff Contact:** Jacob Fitzgerald

BACKGROUND INFORMATION:

After years of dedicated service to the community, Debbie Bender will be stepping down from her role as Town Treasurer. The Town is incredibly grateful for Debbie's many years of service and for the commitment and dedication she has brought to the community, both as Town Treasurer and previously as Finance Director. The Town thanks Debbie for her invaluable contributions and wishes her all the best in her next chapter.

In anticipation of Debbie Bender's departure, the Town posted the Town Treasurer position and received applications from several well-qualified candidates. Following a thorough review of the applications and interviews with selected candidates, the Board identified David Citarelli as the preferred candidate for the position. Ms. Bender has agreed to remain with the Town in the capacity of Deputy Town Treasurer on a reduced, temporary basis to assist with the transition and provide continuity during the change in leadership.

BUDGET IMPACT:

(Include general ledger account numbers)

None

POLICY IMPLICATIONS:

DEPARTMENT HEAD RECOMMENDATION:

Staff recommends that the Board appoint David Citarelli as Town Treasurer, effective August 24, 2026.

SUGGESTED MOTION:

I move to accept the resignation of Debbie Bender as Town Treasurer; to reappoint her as Deputy Town Treasurer; and to appoint David Citarelli as Town Treasurer, with all appointments to be effective August 24, 2026.

TOWN ADMINISTRATOR RECOMMENDATION:

Town Administration recommends that the Board of Selectmen accept the resignation of Debbie Bender as Town Treasurer, reappoint her as Deputy Town Treasurer, and appoint David Citarelli as Town Treasurer, with all appointments to take effect on August 24, 2026.

ATTACHMENTS:

None