

Record Group [RG] 05 Minutes**Name: Minutes****Dates: 1946 - 2009****Size: 70 Bound volumes, 17 Three ring binders, other. 14 li. ft.****Name of Creator: Various Boards and Commissions of Amherst NH**

Historical note: A Board of Selectmen has existed since the incorporation of the town in 1760; and its meetings were recorded in the Town Record Books (Record Group 1). Annual town meetings continued to be recorded in the Town Record Books. Since 1992 such records appear in the Annual Town Report. Since 1966 minutes of the Board of Selectmen meetings have been retained and bound on a regular basis and stored in the vault. While the Town expects to continue to bind the minutes on a regular basis, digital copies are now available on the Town website.

The twentieth century brought many changes to local government including the creation of elected or appointed boards and commissions to work year round on functions affecting the town and its citizens. The boards and commissions described below have meeting minutes in the Town Hall Vault.

Amherst established a five person Zoning Commission at its 1945 town meeting and created two districts, the Village and roadside the following year. The minutes of its successor called the **Board of Adjustment** dating from 1946 to 1974 are stored in the Town Hall vault; later volumes are in the basement of Town Hall.

The **Planning Board** was established in 1958 and organized under state law in 1961. The minutes in the vault date from 1968 through 2000.

In 1970 the **Amherst Village Historic District** was established. In 1982 Amherst Village became a National Register Historic District.

The **Recreation Commission** came into being in 1965; a year later in 1966 the **Conservation Commission** was established. Conservation Commission minutes as early as 1975 and Rec Commission minutes from as early as 1973 are in the vault.

Reference: *Amherst New Hampshire 1881/1982: A sleeping town awakens*

Scope and Content:

The following boards' minutes are located in the Vault. They are listed in alpha order by name and then in chronological order. Please note that the older volumes are often in a row hidden behind the more recent minutes of the individual board.

Board of Selectmen. 36 Bound volumes, 1966-2009, 6 li. ft. Subsequent years are available from the Town Administrator's Office; 2014-present are on the Town website.

[Zoning] Board of Adjustment, 1946-1957, 1962-1974, 12 bound volumes, 2 three ring binder, 2 li. ft.

Citizens Advisory Committee re space planning administrative needs School and Town Administration, 1987, 1 3RB.

Conservation Commission, 1969 -1992 , 1 pocket folder, 1 BV, 1 3RB, 0.75 li. ft.

Historic District Commission, 1970-1981, 1987-1994, 1996 - 2000, 9 three ring binders, 1.5 li. ft.

Planning Board , 1968-1977, 1983-1991, 1995, 1998-2000, 4 3RBs, 20 BVs, 2 spiral bound Master Plans, 2010 4 li. ft.

Recreation Commission, 1973-1993, 1 BV, 1 3RB

Subjects:

Board of Adjustment

Board of Selectmen

Conservation Commission

Historic District Commission

Minutes

Planning Board

Recreation Commission

Zoning

Location: Town Hall Vault, Clerk's Office, Town of Amherst, NH

Preparer: C.G. Swank, K. Holman, 2017

Container List

Location	Title / Description	Date
Board of Selectmen : Bound Volumes 1966-2009		
7c (hidden row)		1966-1970
		1970-1972
		1974-1975
		1976
		1977
		1978
		1979
		1980
		1981
		1982
		1983
		1984
		1985
		1986
		1987
7c (visible row)		1988
		1989
		1990
		1991
		1992
		1993
		1994
		1995-1996
		1997-1998
		1999
		2000
		2001
		2002
		2003
		2004
		2005
		2006
		2007
		2008
		2009
[Zoning] Board of Adjustment 1946-1957, 1962-1974, 1999		
8b (visible row)	Brown BV with soft cover. Contents hand-written but multiple typewritten pinned inserts	1946 Apr - 1957 Jun
8b	Blue BV	1962 Apr - 1965

Location	Title / Description	Date
		May
8b	Black 3RB	1965-1974
8b	Gray 3RB	1999
[Zoning] Board of Adjustment 1973-2000 - 10 red Bound Volumes		
8 b (hidden row)	Note: Evidence of mold	1973 Apr - 1977 Dec
8b		1978
8b		1979-1981
8b		1982-1984
8b		1985-1986
8b(visible row)		1987-1988
8b		1989-1991
8b		1992-1995
8b		1996-1998
8b		1999-2000
Conservation Commission 1975-1986, 1990-1992		
7b	Pocket folder	1969-1977
7b	red BV	1975-1989
7b	red 3RB	1990 Jan - 1992 Jun
Historic District Commission 1970-2000 / missing 1982-1986, 1995		
7b (hidden row)	black 3RB, sectioned into Application Minutes, By-laws, Correspondence, Maps	1970-1972
	blue 3RB	1973-1975
	red 3RB	1976-1981
	dark green 3RB (thin)	1987-1992
7b (visible row)	lime green 3RB (thin)	1988-1992
	lime green 3RB (thin)	1993-1994
	dark green 3RB (thin)	1996
	dark green 3RB (thin)	1997-1999
	brown, mostly empty	2000
Planning Board: 3RBs 1968-1977, 1999		
8b	black 3RB	1968-1973
	brown 3RB. contains notes and correspondence	1968-1973
	small brown 3RB	1974 Jan-1977 May
	blue 3RB	1999
Planning Board: 20 Bound volumes 1974-2000		
8b (hidden row - red vols)	8 bound volumes	1974-1976
		1977
		1978
		1979-1980

Location	Title / Description	Date
		1981-1982
		1983-1984
		1985-1986
		1987
8b (visible row)	12 bound volumes	1988
		1989
		1990
		1991
		1992
		1993
		1994
		1995
		1996-1997
		1998
		1999
		2000
Recreation Commission 1973-1993		
7b	red BV	1973-1988
7b	3RB	1989-1993