

HOLLIS SELECT BOARD
March 11, 2024
PUBLIC MINUTES 6:30 PM
Approved 04/08/2024

SELECT BOARD MEMBERS

Select Board present: Chair David Petry, Susan Benz, Tom Whalen, and Joe Garruba
Select Board via Zoom: Mark Le Doux
Staff present: Lori Radke, Town Administrator

LOCATION

This meeting commenced in the Hollis Town Hall Community Meeting Room, located at 7 Monument Square, Hollis, New Hampshire.

AGENDA REVIEW

The Pledge of Allegiance was recited followed by a review of the agenda. It was noted that there will be non-public session at the end of the meeting.

PUBLIC COMMENT

None

RESIGNATION

1. Hollis Police Department

Chief Joseph Hoebeke, effective April 16, 2024 (last day in the office, March 29, 2024)

MOVED by Mark Le Doux seconded by Susan Benz that the Select Board regretfully accept the resignation of Joseph Hoebeke as Hollis Police Chief.

The Board members thanked the Chief for his service to the town and community and had many nice things to say about him as an individual and as a leader in the department. A formal ceremony will be held at the Lawrence Barn Community Center on March 28, 2024 at 3:30 PM.

Voting in favor of the motion was Petry, Benz, Le Doux, Whalen, and Garruba. No one was opposed. The motion PASSED 5-0-0.

APPOINTMENTS

1. Hollis Police Department

Captain Brendan LaFlamme, Interim Chief of Police, effective March 28, 2024 & Chief of Police, effective April 17, 2024

MOVED by Mark Le Doux seconded by Susan Benz that the Select Board approve the appointment of Brendan LaFlamme as Interim Chief of Police, effective March 28, 2024 and transitioning to Chief of Police, effective April 17, 2024.

B. LaFlamme thanked the Board for their support and trust in taking on the position. He thanked the town, community, family, friends, the department with a very special thank you to Chief Hoebeke.

Voting in favor of the motion was Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

2. Heritage Commission

Sharon McCaffrey, promoted to Regular Member, term to expire April 30, 2026

MOVED by Susan Benz seconded by Tom Whalen that the Select Board promote Sharon McCaffrey to Regular member on the Heritage Commission, with a term to expire April 30, 2026. Voting in favor of the motion was Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

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Honi Glover, move to Alternate Member, term to expire April 30, 2027

MOVED by Susan Benz seconded by Tom Whalen that the Select Board approve changing Honi Glover to an Alternate member on the Heritage Commission, with a term to expire April 30, 2027. Voting in favor of the motion was Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

3. Deputy Forest Fire Warden, 3-year terms (Rob Boggis, Fire Chief)

Lucas Bombardier; Samuel Cochrane; Beau Landry; Gordon Othot; and Michael Perault

The role of the Deputy Forest Fire Warden is to issue burn permits, issue warnings and enforcement. The Chief is the warden for the town, and the deputies work under the Chief. All deputies are currently employed with the town. The term is three years. The effective date will be when the Forest Ranger with the state signs the document. There are currently eight Deputy Forest Fire Wardens, made up of officers and full-time members of the Fire Department.

MOVED by Tom Whalen seconded by Joe Garruba that the Select Board approve Lucas Bombardier, Samuel Cochrane, Beau Landry, Gordon Othot and Michael Perault as Deputy Forest Fire Warden's for the Town of Hollis. Voting in favor of the motion was Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

NEW BUSINESS

1. Town Meeting Update (Drew Mason, Town Moderator)

Preparations for town election and town meeting are underway. The presidential primary will be in September. Should anyone want to change their party affiliation, they should do so before June 5th. D. Mason has been monitoring the legislature and brought to the Board's attention, House Bill 154, House Bill 115 and Senate Bill 380.

2. Emergency Management Committee (EMC) (Deane Navaroli, Emergency Management Director)

D. Navaroli provided an update to the Board, regarding the Inoperability Radio Project, stating that the project should wrap up by the end of April.

D. Navaroli requested the Select Board approve the formation of an Emergency Management Committee. Members would include representation from the Hollis Police Department, Hollis Fire Department, Hollis Communications Center, Hollis Department of Public Works and Hollis Town Administration (Administration, Planning, etc.).

The committee will be limited to seven members (or fewer) plus an administrative assistant. It is anticipated that the committee will sunset on December 31, 2025 or upon successful completion of the defined projects and objectives. In the event an additional project arises prior to the sunset that warrants the continued involvement of the committee, an extension would be evaluated at that time.

MOVED by Susan Benz seconded by Tom Whalen that the Select Board approve the formation of an Emergency Management Committee for the Town of Hollis.

The committee shall formulate the Mission Statement and take into consideration the suggestions made by J. Garruba regarding the inclusion and primacy of the U.S. and New Hampshire Constitution and laws and statutes. Members of the committee shall include department heads or their designees.

Voting in favor of the motion was Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

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3. Junior Firefighter Program (Rob Boggis, Fire Chief)

Chief Boggis explained that the program is currently affiliated with the Boys Scouts of America Exploring Program. It is requested that the Select Board not eliminate the program, but reaffiliate it under the Hollis Fire Department with the name, Junior Firefighter Program. The town's insurance carrier, Primex was contacted and reiterated that the program would need to be approved by the municipality and Fire Department in order to be covered under the town's insurance.

MOVED by Susan Benz seconded by Tom Whalen that the Select Board disaffiliate the Fire Youth Program with the Boy Scouts of America and manage the program through the Hollis Fire Department under the name, Junior Firefighter Program. Voting in favor of the motion was Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

ADMINISTRATIVE BUSINESS

1. Assessing

a. 2024 Notice of Intent to Cut Wood or Timber

<u>Operation #</u>	<u>MBLU</u>	<u>Owner</u>	<u>Location</u>
24-223-01	036-027	Hollis Town Forest	Farley Rd

MOVED by Susan Benz seconded by Tom Whalen that the Select Board approve the 2024 Notice of Intent to Cut Wood or Timber for Operation #24-223-01, as listed above. Voting in favor of the motion were Petry, Benz, Le Doux, Whalen, and Garruba. No one was opposed. The motion PASSED 5-0-0.

b. Report of Wood or Timber Cut

<u>Operation #</u>	<u>MBLU</u>	<u>Owner</u>	<u>Timber Tax Levy</u>
23-223-12	025-062	David Orde	\$2456.87

MOVED by Susan Benz seconded by Tom Whalen that the Select Board approve the Report of Wood or Timber Cut for Operation #23-223-12, as listed above. Voting in favor of the motion were Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

c. 2023 Abatements

<u>Case #</u>	<u>MBLU</u>	<u>Owner</u>	<u>Location</u>	<u>Amount to be Abated</u>
2023-046	003-016	Chad Muller	63 Worcester Rd	\$33.00

MOVED by Susan Benz seconded by Tom Whalen that the Select Board approve the 2023 Abatement for Case #2023-046, as listed above. Voting in favor of the motion were Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

2. Approval of Warrants

a. Wages	\$ 195,145.78	02/29/2024
b. Accounts Payable	\$ 141,552.71	02/29/2024
c. Health Savings Account (HSA)	\$ 3,977.98	02/29/2024

MOVED by Susan Benz seconded by Joe Garruba that the Select Board approve the warrants from 02/29/2024, as listed above. Voting in favor of the motion were Petry, Benz, Le Doux, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

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3. Approval of Minutes

a. Public meeting minutes from 02/23/2024 and 02/26/2024

MOVED by Tom Whalen seconded by Joe Garruba that the Select Board approve the public meeting minutes from 02/23/2024 and 02/26/2024. Voting in favor of the motion were Petry, Benz, Whalen and Garruba. No one was opposed. Le Doux abstained. The motion PASSED 4-0-1.

b. Non-Public meeting minutes from 02/23/2024 and 02/26/2024

MOVED by Tom Whalen seconded by Joe Garruba that the Select Board approve the non-public meeting minutes from 02/23/2024 and 02/26/2024 and keep them sealed. Voting in favor of the motion were Petry, Benz, Whalen and Garruba. No one was opposed. Le Doux abstained. The motion PASSED 4-0-1.

TOWN ADMINISTRATOR'S REPORT

The meeting schedule was announced for March 11, 2024 through March 25, 2024. The next Select Board meeting is March 25, 2024 at 6:30 PM in the Community Meeting Room at Hollis Town Hall.

Announcements include:

- **March 12, 2024**-Town Elections, 7AM-7PM at the Lawrence Barn
- **March 14, 2024**-Hollis School District Annual Meeting, 7PM at the Hollis Brookline Middle School
- **March 16, 2024**-Town Meeting, 9AM at the Hollis Brookline High School
- **March 19, 2024**-SAU41 Co-Op Schools Annual Meeting, 6:30PM at the Hollis Brookline High School
- **Save the Date**-May 9, 2024, the Hollis Fire Department will be holding a blood drive at 10 Glenice Drive. Details to follow...

NON-PUBLIC SESSION

RSA 91-A:3 II (a) personnel; (c) reputation and (l) legal

MOVED by Susan Benz seconded by Joe Garruba that the Select Board enter Non-Public Session in accordance with RSA 91-A:3 II (a) personnel; (c) reputation and (l) legal. Voting in favor of the motion were Petry, Le Doux, Benz, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

The Board entered nonpublic session at 7:31 PM

CONCLUSION OF NON-PUBLIC SESSION

MOVED by Susan Benz seconded by Joe Garruba that the Select Board come out of Non-Public Session and seal the minutes, in accordance with RSA 91-A:3-II (a) personnel; (c) reputation and (l) legal. Voting in favor of the motion were Petry, Le Doux, Benz, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

The Board came out of nonpublic session and entered public session at 8:10PM.

PUBLIC SESSION

Hardship Abatement (Tabled from 02/26/2024)

MOVED by Susan Benz seconded by Tom Whalen that the Select Board approve the 2023 Abatement for case #2023-021. Voting in favor of the motion was no one. Petry, Le Doux, Benz, Whalen and Garruba were opposed. The motion FAILED 0-5-0.

ADJOURNMENT

MOVED by Tom Whalen seconded by Susan Benz that the Select Board adjourn the meeting. Voting in favor of the motion were Petry, Le Doux, Benz, Whalen and Garruba. No one was opposed. The motion PASSED 5-0-0.

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197 The Board adjourned at 8:10 PM.
198
199 Respectfully Submitted,
200 Christine Herrera, Assistant Town Administrator/Human Resource Coordinator