

BOARD OF SELECTMEN'S MEETING

Selectmen present: Chairman Mark Le Doux, David Petry, Frank Cadwell and Peter Band
Selectmen absent: Vahrij Manoukian
Staff present: Christine Herrera, Assistant Town Administrator, Paul Armstrong and Bill Moseley,
Camera Operators

COMMUNITY ROOM

Hollis Town Hall Community Room, located at 7 Monument Square, Hollis, New Hampshire.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC HEARING

At 6:33PM Chairman Le Doux opened the Public Hearing to receive public comment to determine whether the public good requires that the petition pursuant to RSA 231:163 of the town assessor should be granted. The language which the statute requires to be added is as follows:

"In accordance with the requirements of RSA 72:23, (I)(B), it is hereby provided that the license shall be assessed for and shall pay properly assessed real and personal property taxes no later than the due date. Failure of the licensee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said license. It shall be the licensee's obligation to pay both current and potential real and personal property taxes, as well as any real and personal property taxes on structures or improvements added by the lessee."

Joseph Lessard with Municipal Resources, Inc. (MRI) explained that the change in the pole tax license wording would let the licensee know that they are expected to pay taxes. With no further comments from the public, the Public Hearing was closed at 6:36PM.

The following utility companies were provided notice of the Public Hearing along with a copy of the Petition and brief cover letter: Charter Communications, Fairpoint Communications, Hollis Telephone Co. dba TDS Telecom, Eversource/PSNH, Pennichuck Water Works, and Energy North dba Liberty Utilities.

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen accept the recommendation from MRI and approve Town of Hollis Resolution 2018-01, Pole License. Voting in favor of the motion were Le Doux, Petry, Cadwell, and Band. No one was opposed. The motion PASSED 4-0-0.

MEETINGS**1. Police Department****a. Introduction**

James Maloney was sworn in as Part Time Lieutenant, Administrative Services Bureau Commander for the Hollis Police Department. James began his career with the Nashua Police Department in 1994 and retired with the rank of Captain in 2017. During his career with the Nashua Police Department, Lt. Maloney served as the Commander of the Professional Standards Bureau, Legal Bureau and Uniform Field Operations Bureau. He is a graduate of the 103rd New Hampshire Police Academy and holds a Bachelor's Degree in Politics from Assumption College. Lt. Maloney was hired by the Hollis Police Department in January of 2018 and currently serves as the Administrative Services Bureau Commander.

b. Promotion

Brendan LaFlamme was sworn in as Full Time Lieutenant, Operations Bureau Commander. Brendan began his career with the Jaffrey Police Department in 2000. He is a graduate of the 122nd New Hampshire Police Academy. Lt. LaFlamme has a Bachelor's Degree in Criminal Justice from the University of Massachusetts. He was hired by the Hollis Police Department in May of 2005, was promoted to Lieutenant on November 11, 2017, and currently serves as the Operations Bureau Commander.

c. Recognition

Sergeant Tate and Lieutenant LaFlamme were presented with the Chief's Commendation Award for exceptional and dedicated service to the Hollis Police department. The award is given to employees for highly professional conduct or performance including but not limited to consistent outstanding enforcement or other police activity, outstanding community service/policing project and completion of a complex assignment or project which brings credit to the department.

2. Municipal Resources, Inc.**a. Legislative Updates**

Joe Lessard explained that House Bill 324, which was introduced in 2017, has established a study committee to review how New Hampshire municipalities tax utility properties. The study committee would recommend legislation to reform how utility properties are taxed. This bill, if passed, would require municipalities to use the Dept. of Revenue Administration's (DRA) calculation of value and would negate the municipalities' right to establish the value themselves. The main sponsor of the bill is Rep. Abrami of Rockingham County, and if passed, the bill's effective date is September 15, 2018.

Additionally, House Bill 1381, which is also sponsored by Rep. Abrami, would establish a cap on the assessed value of any utility property at "net book value of that property as it appears in the financial records of the utility for all municipal property tax purposes." If passed, this bill's effective date is April 1, 2018. Passage of this bill would also negate the municipality's right to establish the value.

The effect of passage of one or both of these bills would require the Town to use assessed values that were determined by other entities, not the Town. The impact on the tax rate would be significant. While J. Lessard cannot speak for the Board, he felt it important to notify them of the proposed legislation and how it could affect the Town.

MOVED by Peter Band, seconded by David Petry that the Selectmen submit a letter to Representative Abrami stating that the Board was not in support of HB 1381 and HB 324. Voting in favor of the motion were Le Doux, Petry, Cadwell, and Band. No one was opposed. The motion PASSED 4-0-0.

b. 2018 Update/Review process and timeline

Scott Marsh explained the State mandate which requires that every municipality in New Hampshire must, at the minimum, perform a statistical update every 5 years. MRI has been in the process of gathering sales data over the past two years to use as the basis for changing the assessed values for all properties in Town. As part of this process, "Sales Review Letters" have been sent to the new owners of any property which may have transferred since April 1, 2016, asking that an inspection of the property be conducted, in accordance with this mandate. C. Cain

stated that about half of the property owners who received the sales review letter have complied with this request to date.

At this time, MRI anticipates completing the data gathering portion and have preliminary revised values to the Board in May. These preliminary values are expected to be sent to property owners in June. Once the informal hearings are completed in July, MRI expects to have the statistical update complete by the beginning of August. S. Marsh also noted that the statistical update is only one part of the State mandated Assessment Review; the State also reviews how records are kept, requires a requalification of all property owners who receive a Credit or Exemption, reviews Current Use files to ensure that laws are being met, along with other items relating to the Town's Assessing Office. This year is no different from the past reviews, and C. Cain stated that the DRA had not found any issues in the past, and expects the same for this year.

Notices to all property owners will be mailed by the end of January, explaining the Assessment review process, along with notices to those property owners receiving Credits and/or exemptions being sent around the same time.

c. Hollis Telephone Refund

J. Lessard explained that due to changes in the law, effective 2017, the Town cannot bill telephone companies for their use of the Town right of way unless they are noticed per RSA. This language was not included on the pole licenses this past year, and the Public Hearing earlier in this meeting addressed updating this language to meet the present RSA requirements. As the language was not in place for the 2017 Tax Year, the assessed property value was revised, leaving a refund due to Hollis Telephone dba TDS Telecom of \$17,245. Due to the refund amount, the Tax Collector required Selectmen approval prior to issuing the refund check, and per the DRA requirements, the refund must be handled as an abatement. The Assessing Office is recommending approval of this abatement, so that the Tax Collector may issue the refund.

2017 ABATEMENT

Case #	MBLU	Owner	Location	Amount to be Abated
2017-003	052-060	Hollis Telephone/TDS	18 Broad St	\$17,856.00

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen approve the 2017 Abatement for Case #2017-003 in the amount of \$17,856.00, as submitted. Voting in favor of the motion were Le Doux, Cadwell, Petry and Band. No one was opposed. The motion PASSED 4-0-0.

NEW / OLD BUSINESS

1. Commission Appointment

Michael Madden introduced himself to the Board and stated his interest in joining the Agricultural Commission. He attended a few of the meetings and was recommended to fill the alternate position by Chairman, Mark Post.

a. Michael Madden, Agricultural Commission, Alternate Member (term exp. 4/30/18)

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen approve Michael Madden as an Alternate Member on the Agricultural Commission, with a term expiration date

of 4/30/18. Voting in favor of the motion were Le Doux, Petry, Cadwell, and Band. No one was opposed. The motion PASSED 4-0-0.

2. Trails Committee, Plowing Request

Jeff Peters, representing the Trails Committee and a member of the Nor'Easters Snowmobile Club, addressed the Selectmen with a request to have the Town DPW plow Silver Lake State Park parking area. He explained that funds are received from the State of New Hampshire, specifically for plowing, but are not sufficient to last for the length of the winter season. Doug Cleveland added that the Nor'Easters Snowmobile Club is one of the biggest clubs in the state and therefore provide a significant amount of funds to the state from snowmobile registrations.

The Town's insurance carrier was contacted for input on the plowing request. Due to liability reasons, DPW Director, Tom Bayrd along with Chairman Le Doux felt that it is not in the Town's best interest to have the Town of Hollis Department of Public Works plow the parking lot. Chairman Le Doux felt it was the State's responsibility to ensure the parking lot is plowed and offered to contact our local representatives and send a letter to the State of New Hampshire, requesting additional funds to plow Silver Lake State Park, in order to access Hollis trails. Chairman Le Doux recommended that the committee research how other communities deal with similar problems.

3. 2018 Warrant Article Review

Chairman Le Doux reviewed all of the 2018 proposed Warrant Articles, noting that in Article 2, Land Acquisition, \$100,000 will come from the Conservation Commission. Funds in the amount of up to \$410,000 will be withdrawn from the unassigned fund balance as of 12/31/17, if available. Additionally, \$350,000 of said gross budget appropriation shall be used to defray the cost of development and construction of playing fields on said property will also be withdrawn from the unassigned fund balance as of 12/31/17, if available. The parcel will allow for 103 parking spaces. Following some discussion, it was stated that three lots could be put on this parcel. It was noted that there will be opportunities for public comment at the Public Hearing.

MOVED by Frank Cadwell, seconded by David Petry that the Selectmen ratify Article 9, Collective Bargaining Agreement, Local 3657. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

MOVED by Frank Cadwell, seconded by David Petry that the Selectmen accept and recommend to the Budget Committee, Articles 2-12 of the 2018 Town Warrant. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

4. Special License

a. H/B Rotary Club Fast 5K Road Race, Thursday, June 14, 2018 (6:25pm-7:10pm)

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Special License for H/B Rotary Club Fast 5K Road Race, Thursday, June 14, 2018 (6:25pm-7:10pm). Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

ADMINISTRATIVE BUSINESS

1. Assessing Work

NOTICE OF INTENT TO CUT WOOD OR TIMBER

Operation #	MBLU	Owner	Location
17-223-13	019-022	George & Stella Demetri	146 Broad St
17-223-14	047-033	Nigel & Patricia Watkins	169 Witches Spring Rd
17-223-15	003-030	William H Hall Jr Revoc Trust	Pepperell & Blood Rds
17-223-16	009-004	Town of Hollis	Fieldstone Dr Open Space

MOVED by Frank Cadwell, seconded by David Petry that the Selectmen approve the Notice of Intent to Cut Wood or Timber for Operation # 17-223-13, # 17-223-14, # 17-223-15 and # 17-223-16, as submitted. Voting in favor of the motion were Le Doux, Cadwell, Petry and Band. No one was opposed. The motion PASSED 4-0-0.

2. Approval Warrants

a. Wages 1-11-18 (\$171,158.28)

MOVED by David Petry seconded by Frank Cadwell that the Selectmen approve the wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell and Band. No one was opposed. The motion PASSED 4-0-0.

b. Wages 1-11-18 (\$13,989.84)

MOVED by David Petry seconded by Frank Cadwell that the Selectmen approve the wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell and Band. No one was opposed. The motion PASSED 4-0-0.

c. Accounts Payable 1-11-18 (\$365,433.70)

MOVED by David Petry seconded by Frank Cadwell that the Selectmen approve the accounts payable warrant, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell and Band. No one was opposed. The motion PASSED 4-0-0.

d. Benefit Strategies 1-11-18 (\$8,337.62)

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen approve the Benefit Strategies, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell and Band. No one was opposed. The motion PASSED 4-0-0.

3. Approval Public Minutes 1-8-18

MOVED by Frank Cadwell seconded by David Petry that the Selectmen approve the public minutes of Monday, January 8, 2018, as submitted. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

4. Weekly Meetings and Announcements

The weekly meetings were announced for January 21, 2018 – January 27, 2018.

Supervisors of the checklist will be in session on Tuesday, January 23, 2018 from 7:00PM-7:30PM in the Town Hall Main Officer, for the purpose of accepting new voter registrations or correcting the voter checklist. This will be your opportunity to check your voting status, change party affiliation, and/or register in order to vote in the Hollis Town Election scheduled for Tuesday, March 13, 2018. If registering to vote, please bring proof of citizenship, age and domicile as required per NH RSA 654:12.

The Hollis Budget Committee will conduct public hearing regarding the proposed 2018 Town and Hollis School District budgets and warrant articles. The hearing will be held at the Hollis

Town Hall, Community Room on the following dates. Hearing will begin at 6:30PM:

Hollis School District Budget – Hollis School District: Tuesday, February 6, 2018 (Snow Date: Tuesday, February 13, 2018)

Hollis Town Budget – Town of Hollis: Wednesday, February 7, 2018 (Snow Date: Wednesday, February 14, 2018)

Filing period for Elected Town Officials is Wednesday, January 24, 2018 thru Friday, February 2, 2018 no later than 5:00PM. Sign up at the Town Clerk's office during regular business hours, which are Monday, Wednesday and Fridays from 8AM-1PM, Monday evenings from 6PM-8PM and the first Saturday of the month from 8AM-11AM. There will be special hours for filing only on Friday, February 2, 2018 from 3PM-5PM. The following office positions are open:

- Selectman (3 year term) – 1 position available
- Budget Committee (3 year term) – 2 positions available
- Trustee of the Trust Fund (3 year term) – 1 position available
- Treasurer (3 year term) – 1 position available
- Cemetery Trustee (3 year term) – 2 positions available
- Library Trustee (3 year term) – 3 positions available
- Library Trustee (2 year term) – 1 position available

Town Election Day is Tuesday, March 13, 2018 at the Lawrence Barn Community Center from 7AM-7PM. Please call the Town Clerk's office at 465-2064 with any questions.

NON-PUBLIC SESSION

MOVED by Peter Band, seconded by David Petry that the Selectmen enter non-public session in accordance with RSA 91-A:3-II(a) personnel and RSA 91-A:3-II(c) reputation. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

The Board entered non-public session at 8:03PM.

CONCLUSION OF NON-PUBLIC SESSION

MOVED by David Petry, seconded by Peter Band that the Selectmen come out of non-public session in accordance with RSA 91-A:3-II(a) personnel and RSA 91-A:3-II(c) reputation. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

MOVED by David Petry, seconded by Peter Band that the Selectmen seal the minutes of the non-public session in accordance with RSA 91-A:3-II(a) personnel and RSA 91-A:3-II(c) reputation. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

The Board came out of non-public session and entered into public session at 9:03PM.

ADJOURNMENT

292 *MOVED by David Petry, seconded by Peter Band that the Selectmen adjourn the meeting.*
293 *Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed.*
294 *The motion PASSED 4-0-0.*
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296 The Board adjourned at 9:03 PM.
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298 Respectfully Submitted,
299 Christine Herrera, Assistant Town Administrator