

**BOARD OF SELECTMEN'S MEETING**

Selectmen present: Chairman Mark Le Doux, David Petry, Frank Cadwell and Peter Band  
Selectmen absent: Vahrij Manoukian  
Staff present: Kimberly Galipeau, Town Administrator, Deborah Padykula, Finance Officer, Paul Armstrong and Don Ryder, 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.

**BUDGET COMMITTEE MEETING**

**1. First Budget Committee Review of 2018 Budget**

For more information see Budget Committee Minutes dated December 11, 2017.

**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(d) acquisition, sale or lease of real or personal property. 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 7:52PM.

**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(d) acquisition, sale or lease of real or personal property. 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(d) acquisition, sale or lease of real or personal property. 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 8:53PM.

At 8:54PM the Board recessed to discuss the Collective Bargaining Agreement for Local 3657 (Police / Fire / Communications).

At 9:12PM the public meeting commenced with the review of the agenda.

**NEW / OLD BUSINESS**

**1. 2018 Warrant Article Review**

The Board reviewed the 2018 Warrant Articles in draft form.

**2. Howe Property**

**a. Purchase and Sales Agreement Amendment**

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Purchase and Sales Agreement Amendment between the Town of Hollis and Sharon M. Howe, as Trustee of the L & H Trust, to extend the date of the closing of the acquisition of the Conservation Easement Deed to March 30, 2018. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

**b. Delegation of Signature Authority**

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen delegate Town Administrator, Kimberly Galipeau and Finance Officer, Deborah Padykula as authorized signers for documents related to the purchase of the Howe Property. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

**3. East Cemetery Lease Agreement**

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen approve the East Cemetery Farm Lease Agreement between Lull Farm LLC (Mr. David Orde) and the Town of Hollis, with a term ending date of 12/31/2018. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

**4. 2017 Encumbrance Request**

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the 2017 Encumbrance Requests in the amount of \$305,415.31, 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.

2017 Encumbrances include: Conservation Easement (Howe Property), Birch Hill, Master Plan, Fire Pond (Orchard Drive), Fire Pond (Mendelssohn Drive) and security upgrades (Bullet-resistant windows) at Town Hall.

**5. Paid Time Off Buy-Back Requests**

MOVED by Peter Band, seconded by Mark Le Doux that the Selectmen approve the Paid Time Off Buy-Back Requests in the amount of \$89,286.03, 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.

**6. Compensation Time Buy-Out**

MOVED by Peter Band, seconded by Mark Le Doux that the Selectmen approve the Compensation Time Buy-Out in the amount of \$8,608.07, 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.

**7. Special License**

**a. Project Hero (Brookdale Fruit Farm), Charity Bike Ride, Saturday, June 2, 2018 from 11:00AM-3:00PM**

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Special License for Project Hero (Brookdale Fruit Farm), Charity Bike Ride on Saturday, June 2, 2018 from 11:00AM-3:00PM. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

**8. Board, Committee & Commission Appointment(s)**

a. **Wendy Trimble, Heritage Commission, Regular Member (term exp. 4/30/19)**

*MOVED by David Petry, seconded by Peter Band that the Selectmen approve Wendy Trimble as a Regular Member on the Heritage Commission, with a term expiration date of 4/30/19. Voting in favor of the motion were Le Doux, Petry, Cadwell, and Band. No one was opposed. The motion PASSED 4-0-0.*

b. **Bill Moseley, Planning Board, Regular Member (term exp. 4/30/20)**

*MOVED by David Petry, seconded by Peter Band that the Selectmen approve Bill Moseley as a Regular Member on the Planning Board, with a term expiration date of 4/30/20. Voting in favor of the motion were Le Doux, Petry, Cadwell, and Band. No one was opposed. The motion PASSED 4-0-0.*

c. **Dan Turcott, Planning Board, Alternate Member (term exp. 4/30/18)**

*MOVED by David Petry, seconded by Peter Band that the Selectmen approve Dan Turcott as an Alternate Member on the Planning Board, 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.*

**9. Commission Resignation**

a. **Ron Peik, Heritage Commission**

*MOVED by David Petry, seconded by Peter Band that the Selectmen regrettfully accept the resignation of Ron Peik, Heritage Commission member and thanked him for his four years of service. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.*

**10. Petition and Pole License**

a. **Pole License #21-1250 on Parker Lane**

*MOVED by David Petry, seconded by Peter Band that the Selectmen approve pole license #21-1250 on Parker Lane, dated 8/2/2017. Voting in favor of the motion were Le Doux, Petry, Cadwell and Band. No one was opposed. The motion PASSED 4-0-0.*

**ADMINISTRATIVE BUSINESS**

**1. 2017 Equalization Municipal Assessment Data Certificate**

*MOVED by David Petry, seconded by Peter Band that the Selectmen approve the 2017 Equalization Municipal Assessment Data Certificate. Voting in favor of the motion were Le Doux, Cadwell, Petry and Band. No one was opposed. The motion PASSED 4-0-0.*

**2. Assessing Work**

**NOTICE OF INTENT TO CUT WOOD OR TIMBER**

Operation #	MBLU	Owner	Location
17-223-10	019-022-001	Kyle & Danielle LeClair	Broad St
17-223-11	045-050 et al	Raisanen Homes Elite LLC	Silver Lake Rd/Cobbett Ln

*MOVED by David Petry, seconded by Peter Band that the Selectmen approve Operation # 17-223-10 and 17-223-11 for the Notices of Intent to Cut Wood or Timber, 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.*

## CURRENT USE RELEASE AND LAND USE CHANGE TAX

MBLU	Owner	Location	Acres Removed	LUCT
020-062-002	L & Z Investments LLC	Snow Ln	2.00	\$20,500
020-062-003	L & Z Investments LLC	Snow Ln	4.08	\$20,500
020-062-004	L & Z Investments LLC	Snow Ln	4.30	\$20,500
TOTAL LUCT:			10.38	\$61,500

*MOVED by David Petry, seconded by Peter Band that the Selectmen accept MBLU 020-062-002, 020-062-003 and 020-062-004 for the Current Use Release & Land Use Change Tax, 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.*

## 2017 ABATEMENTS

Case #	MBLU	Owner	Location	Amount to be Abated & Refunded
2017-001	12A-63W	Gertrude E Houle	63 White Pine Rd	\$758.00 (Abatement only)
2017-002	VARIOUS	Town of Hollis	Birch Hill Properties	\$5818.00 (Abatement Only)
2017-003	014-079	Michael & Elyse Kreger	154 Rideout Rd	\$857.00 + interest
2017-004	014-060-001	Michael Bishop	107 Wright Rd	\$2121.00 + interest

*MOVED by David Petry, seconded by Peter Band that the Selectmen approve Case #2017-001, #2017-002, 2017-003 and 2017-004 for the 2017 Abatements, 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.*

## 3. Approval Warrants

## a. Wages 11-16-17 (\$151,145.24)

*MOVED by David Petry seconded by Peter Band 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 11-16-17 (\$20,805.75)

*MOVED by David Petry seconded by Peter Band 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. Wages 11-30-17 (\$158,708.30)

*MOVED by David Petry seconded by Peter Band 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.*

## d. Accounts Payable 11-16-17 (\$58,113.82)

*MOVED by David Petry seconded by Peter Band 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.*

## e. Accounts Payable 11-30-17 (\$1,734,311.94)

195 *MOVED by David Petry seconded by Peter Band that the Selectmen approve the accounts*  
196 *payable warrant, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell and*  
197 *Band. No one was opposed. The motion PASSED 4-0-0.*  
198

199 **f. Benefit Strategies 11-16-17 (\$3,105.36)**

200 *MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Benefit*  
201 *Strategies, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell and Band.*  
202 *No one was opposed. The motion PASSED 4-0-0.*  
203

204 **g. Benefit Strategies 11-30-17 (\$2,961.13)**

205 *MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Benefit*  
206 *Strategies, as submitted. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell.*  
207 *No one was opposed. The motion PASSED 4-0-0.*  
208

209 **4. Approval Public Minutes 11-6-17**

210 *MOVED by David Petry seconded by Frank Cadwell that the Selectmen approve the public*  
211 *minutes of Monday, November 6, 2017, as submitted. Voting in favor of the motion were Le*  
212 *Doux, Petry and Cadwell. Band abstained. No one was opposed. The motion PASSED 3-0-1.*  
213

214 **5. Approval of Public Minutes 11-13-17**

215 *MOVED by David Petry seconded by Frank Cadwell that the Selectmen approve the public*  
216 *minutes of Monday, November 13, 2017, as submitted. Voting in favor of the motion were Le*  
217 *Doux, Cadwell, Petry and Band. No one was opposed. The motion PASSED 4-0-0.*  
218

219 **6. Approval of Non Public Minutes 11-6-17**

220 *MOVED by David Petry, seconded by Mark Le Doux that the Selectmen approve the Non-*  
221 *public minutes of November 6, 2017 and keep them sealed. Voting in favor of the motion were*  
222 *Le Doux, Petry and Cadwell. Band abstained. No one was opposed. The motion PASSED 3-0-*  
223 *1.*  
224

225 **7. Weekly Meetings and Announcements**

226 *The weekly meetings were announced for December 10, 2017 – December 16, 2017.*  
227

228 **ADJOURNMENT**

229 *MOVED by David Petry, seconded by Frank Cadwell that the Selectmen adjourn the meeting.*  
230 *Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed.*  
231 *The motion PASSED 4-0-0.*  
232

233 The Board adjourned at 9:25 PM.  
234

235 Respectfully Submitted,  
236 Christine Herrera, Administrative Assistant/HR Coordinator