

1 BOARD OF SELECTMEN'S MEETING

2 Selectmen present: Vice Chairman David Petry, Frank Cadwell, Peter Band and Vahrij Manoukian
3 Selectmen absent: Chairman Mark Le Doux
4 Staff present: Kimberly Galipeau, Town Administrator, Paul Armstrong and Bill Moseley, Camera
5 Operators
6

7 COMMUNITY ROOM

8 Hollis Town Hall Community Room, located at 7 Monument Square, Hollis, New Hampshire.
9

10 MOMENT OF SILENCE

11 A moment of silence was acknowledged for those affected by the 9-11 tragedy, hurricane Harvey and hurricane
12 Irma.
13

14 PLEDGE OF ALLEGIANCE

15 The Pledge of Allegiance was recited.
16

17 AGENDA REVIEW

18 The Selectmen's agenda was reviewed.
19

20 PUBLIC COMMENT

21 Fred Courchaine, 5 Ann Street voiced his concerns regarding what he feels is an illegal operation by Jennings
22 Excavation. He has submitted complaints to the Town, on a number of occasions and feels his concerns are not
23 being pursued in a timely fashion. Vice Chairman Petry and Selectmen Cadwell stated that his complaints have
24 been handled by the Town Administrator and Building Official/Code Enforcement Officer efficiently and timely
25 and the case is currently in the legal system. Legal information on a case is protected and cannot be shared with
26 the public. The Board urged Mr. Courchaine to be patient while all parties await a resolution. Mr. Courchaine
27 would like the operations by Jennings Excavation to cease while awaiting resolution. He felt the dirt and dust
28 pose health concerns for the residents residing near the business. It was reiterated that legal counsel is actively
29 working on the case and the Town should have additional information within the next few weeks on whether the
30 case will be resolved or proceed to court.
31

32 Shannon MacMillan, 63 Worcester Road presented her concerns with certain pesticides, commonly found in
33 RoundUp. Vice Chairman Petry thanked her for providing information, stating that the Board takes direction
34 from the state and federal government regarding pesticide regulation. Since neither entity has prohibited the
35 product, the Board will take Ms. MacMillan's concerns under advisement. It was suggested that she continue
36 pursuing the legislative process and working with state representatives.
37

38 PUBLIC HEARING

39 In accordance with RSA 31:95-b, Acceptance of Funds, the Board of Selectmen will conduct a public hearing to
40 accept and expend additional highway funding in the amount of \$192,344.55 from the State of New Hampshire
41 Department of Transportation, per Senate Bill 38. Vice Chairman Petry opened the public hearing at 6:59 PM,
42 noting that the additional funds will be used toward road improvements. It was noted that the funds were
43 received this year, but will be expensed in next year's budget.
44

45 Joseph Garruba, 28 Winchester Drive inquired on whether there were limitations to the type of improvements.
46 It was stated that the funds would be used for maintenance as well as improvements to the roads.
47

48 With no further comments from the public, the hearing was closed at 7:02 PM.
49

50 *MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen accept and*
51 *expend additional highway funding in the amount of \$192,344.55 from the State of New*
52 *Hampshire Department of Transportation, per Senate Bill 38. Voting in favor of the motion*
53 *were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-*
54 *0.*

56 MEETINGS

57 1. Police Department

58 a. Award Presentation

59 Lieutenant Hoebeke presented Officer Wallant with a pin of recognition and thank him for his professional,
60 efficient and lifesaving actions to recent situation involving an unresponsive subject. Officer Wallant was the
61 first on the scene and provided medical attention to the subject. The Selectmen personally thanked him for his
62 outstanding actions and overall exemplary service to the community.

64 b. Grape Festival

65 Chief Sartell provided an update on how the proceeds from the Grape Festival were utilized by the Police
66 Benevolent Association (PBA). The association created a college scholarship for the first time this year, which
67 was named on behalf of Sergeant Barry Palmer, who passed away in 2006. Chief Sartell stated that the PBA
68 Charter is very specific on the criteria for using and obtaining funds. There is an event scheduled for September
69 30, 2017 where a field day is scheduled at Nichols Field and a comedy show is scheduled at the Alpine Grove
70 later that evening.

72 2. Daughters of the American Revolution (DAR)

73 a. Constitution Week Proclamation

74 Mary Lou Ward and members of the Daughters of the American Revolution were in attendance. This year
75 marks the two hundred and thirtieth anniversary of the signing of the United States of American Constitution.
76 The Board of Selectmen proclaimed the week of September 17th through September 23rd as Constitution Week.

78 3. Hollis Conservation Commission

79 a. Wild Scenic Rivers Partnership

80 Members of the Nashua River Wild and Scenic Rivers Study Committee including Drew Kellner, Brookline
81 Conservation Commission, Al Futterman, Land Programs and Outreach Director for Nashua River Watershed
82 Association and Jamie Fosburgh, Acting Manager Northeast Region Rivers Program for National Park Service
83 conducted a presentation to the Board. The study includes developing a River Management Plan for parts of the
84 Nashua River, Squannacook River and Nissitissit River to protect and restore the resources of these rivers.

85
86 The next steps for the Study Committee will include outreach to town boards, interested individuals and local
87 organizations to gather relevant information. The Study Committee will publically share the draft Management
88 Plan to obtain further input and feedback. The draft Management Plan will then need to be voted on by the
89 Board of Selectmen to be included on the Town Meeting agenda along with the topic of Designation. The
90 residents will then vote at the 2018 Town Meeting whether the town agrees with Designation and accept the
91 draft Management Plan.

92
93 The Study Committee met with the Hollis Conservation Commission and recommended that the Town of Hollis
94 participate in the Partnership and appoint a representative and alternate from the town.

95
96 *MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve moving*
97 *forward with the Partnership with the Nashua River Wild and Scenic Rivers Study Committee.*

Voting in favor of the motion were Band, Petry, Cadwell and Manoukian. No one was opposed.
The motion PASSED 4-0-0.

NEW / OLD BUSINESS**1. Special License Approval****a. Hollis Woman's Club & Hollis Town Band, Apple Festival, 10/1/17 2:00pm-4:00pm**

MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the Special License for Hollis Woman's Club & Hollis Town Band, Apple Festival on October 1, 2017 from 2:00PM-4:00PM at the Town Common. Voting in favor of the motion were Band, Petry, Cadwell and Manoukian. No one was opposed. The motion PASSED 4-0-0.

2. Petition and Pole License**a. Pole #21-1226 on Deacon Lane**

MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve pole license #21-1266, dated 1/28/2017, as presented. Voting in favor of the motion were Band, Petry, Cadwell and Manoukian. No one was opposed. The motion PASSED 4-0-0.

3. Propane Bid Contract Approval**a. DPW recommendation**

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen accept the proposal from Bot-L-Gas, Inc. for propane, in the amount of \$1.155 per gallon as recommended by the DPW Director. Voting in favor of the motion were Band, Petry, Cadwell and Manoukian. No one was opposed. The motion PASSED 4-0-0.

4. Committee Reports**a. Recreation Commission**

Selectmen Cadwell reported that the Recreation Commission discussed the parking spaces at the Hardy fields, parking on Orchard Drive and the hours of operation for the recreation fields, as requested by the Board of Selectmen. There are approximately 106 parking spaces on the Hardy South lot and 85 parking spaces on the Hardy North lot. Since the entire area is gravel and not striped, the numbers reflected are an approximation. The Recreation Commission discussed restricting parking on Orchard Drive to some length, although no action was taken at that time. The Commission agreed that if the hours of operation were restricted for the recreation fields near Orchard Drive, all recreational fields in town would need to adhere to the same restrictions. No action was taken at this time to restrict field hours. The Recreation Commission is planning to move forward with a warrant article for two fields on the Stefanowicz land with 150 parking spaces. A preliminary estimate for the warrant article is around \$350,000-\$400,000.

5. Other**a. Hollis – Brookline Dispatch Agreement Discussion**

The Town of Hollis has an agreement with Brookline and Mason for dispatch services. Chief Sartell distributed a summary of the services provided to Brookline since 1991, which is the year when the agreement became effective. The fee to Brookline has been the same since 2010. In 2015, Brookline accounted for roughly 42% of calls and is on track for about the same percentage in 2017. Chief Sartell explained that increasing the fee to Brookline by 3% each year for the three year contract would assist in the overall Communications Department budget. The contract with Mason is presumed to remain the same. It was stated that they level of staffing for the Communications Department would most likely remain the same, regardless of the increase of calls. The Board requested additional information such as the overall Communication Department budget, including benefits and retirement as well as the amount of additional costs to provide services to Brookline, before moving forward with the agreement.

ADMINISTRATIVE BUSINESS

1. Assessing Work

MS-1, SUMMARY INVENTORY OF VALUATION

MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve Form MS-1 as required by the NH DRA in order to establish the assessed value of the Town for the setting of the 2017 Tax Rate. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.

NOTICE OF INTENT TO CUT WOOD OR TIMBER

| Operation # | MBLU | Owner | Location |
|-------------|---------|------------------|-----------------|
| 17-223-08 | 017-005 | Charles Hildreth | Proctor Hill Rd |

MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the Notice of Intent to Cut Wood or Timber for Operation #17-223-08, as submitted. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.

REPORT OF WOOD OR TIMBER CUT

| Operation # | MBLU | Owner | Timber Tax Levy |
|-------------|-------------|-----------------|-----------------|
| 17-223-06 | 025-060-004 | Shirley Coleman | \$1,849.73 |

MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen accept the Report of Wood or Timber Cut for Operation #17-223-06, as submitted. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.

2. Approval of Warrants

a. Wages – 8/24/17 (\$25,000.00)

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.

b. Wages – 8/24/17 (\$144,062.71)

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.

c. Wages – 9/07/17 (\$145,735.52)

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.

d. Accounts Payable – 8/24/17 (\$1,439,862.13)

195 *MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the*
196 *Accounts Payable, as submitted. Voting in favor of the motion were Petry, Cadwell,*
197 *Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.*
198

199 **e. Accounts Payable – 9/07/17 (\$341,225.35)**

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

204 **f. Benefit Strategies – 8/24/17 (\$4,169.59)**

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

209 **g. Benefit Strategies – 9/07/17 (\$3,810.95)**

210 *MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the*
211 *Benefit Strategies, as submitted. Voting in favor of the motion were Petry, Cadwell,*
212 *Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.*
213

214 **3. Approval of Public Minutes – 8/14/17**

215 *MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the*
216 *public minutes of August 14, 2017, as submitted. Voting in favor of the motion were Petry,*
217 *Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.*
218

219 **4. Weekly Meetings and Announcements**

220 The weekly meetings were announced for September 10, 2017 – September 16, 2017. Old Home Days will take
221 place this weekend, September 15-16, 2017 at Nichols Field on Depot Road. For more information, please
222 check www.hollisoldhomedays.org or through the Town website at www.hollisnh.org. The Hollis Apple
223 Festival and Band Concert is scheduled for Sunday, October 1, 2017 from 2:00PM-4:00PM at the Hollis Town
224 Common.
225

226 **ADJOURNMENT**

227 *MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen adjourn the meeting.*
228 *Voting in favor of the motion were Petry, Manoukian, Band and Cadwell. No one was opposed.*
229 *The motion PASSED 4-0-0.*
230

231 The Board adjourned at 8:15 PM.
232

233 Respectfully Submitted,
234 Christine Herrera, Administrative Assistant/HR Coordinator