

BOARD OF SELECTMEN'S MEETING

Selectmen present: Chairman Mark Le Doux, Vice Chairman David Petry and Peter Band
Selectmen absent: Vahrij Manoukian and Frank Cadwell
Staff present: Kimberly Galipeau, 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 COMMENTS

Peter Baker, 40 Buttonwood Drive commented that he was unaware of any updates concerning recreation fields, specifically in the Hollis School District. P. Baker requested monies from the Special Studies fund to look into those possible field locations. Chairman Le Doux explained that the Recreation Commission requested funds from the Special Studies line to explore possible field locations. The fields are currently being used as practice fields due to their size, but may be able to be expanded. The Recreation Commission will present field recommendations, when available.

Chairman Le Doux introduced the new Department of Public Works Director, Todd Croteau, who comes to Hollis with over twenty years of experience in public works. The Selectmen welcomed Todd to Hollis.

MEETINGS**1. Municipal Resources, Inc.: Assessing Revaluation Update**

The value of real estate in the town has increased over the last five years, with the median assessment increase averaging 12 percent. Hollis' new tax base is valued at over \$1.35 billion dollars.

Connie Cain, Hollis Assistant to the Assessor, and Scott Marsh, Contract Assessor Supervisor with MRI, reported that the values are preliminary at this time. The final values will be calculated once the informal hearings have been held and the final internal review is complete. C. Cain and MRI are continuing to review data to address any inconsistencies.

All properties which sold between April 1, 2016 and March 31, 2018, approximately 275 properties, have had site inspections, in accordance with the NH Dept. of Revenue Administration (DRA) requirements. A field review for all other properties was conducted, and property assessment adjustments were performed if changes were observed. Some of the biggest changes include condominiums and mobile homes decreasing and commercial property increasing. C. Cain reported that she has not been informed of any major issues with the process and residents have been receptive to the revaluation.

Mr. Marsh requested the Board's permission to send notices to property owners, informing them of their draft revised assessment, and instructing property owners on how to request an informal hearing appointment if they disagree with their revised assessment. It is anticipated that the notices will be sent within the next 2 weeks.

Property taxes will decrease for some property owners and increase for others, based on their revised property valuation.

If the Statistical Update was not performed this year, Hollis would be assessed at 82%, which would significantly impact the State's equalization ratio. The DRA has mandated that the range shall be within 90-110%. M. Le Doux stated that over the next five years he would like MRI to visit properties more frequently in order to keep the equalization ratio level.

MOVED by David Petry, seconded by Peter Band that the Selectmen accept the Revaluation Report, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

C. Cain reported that there has been 2018 legislative changes to RSA 79, under HB 1473-FN, which will require the assessing officials to approve any received Notice of Intent to Cut Wood or Timber within 15 days of receiving the notice, along with posting of the Notice prior to approval if all requirements have been met. In addition to these new requirements, the law has been amended to allow the assessing officials to sign the Notice outside of a public meeting. These changes will be effective September 1, 2018.

Additionally, the State legislation, under SB 503 and 341 respectively, approved a maximum increase in the Optional Standard Veterans Credit from \$500 to \$750 and a maximum increase in the Optional Service Connected Disabled Veterans Credit from \$2000 to \$4000, effective April 1, 2018. For the 2018 Tax Year, there are currently 300 property owners receiving the Standard Veterans Credit of \$500 each, and approximately 10 property owners receiving the Optional Service Connected Disabled Veteran's Credit at \$2000. Any increase to the award amounts presently offered is subject to approval at Town Meeting, but the Town is not required to increase the award amounts. M. Le Doux suggested that the Selectmen include these newly allowed maximum award levels to the 2019 proposed warrant articles.

2. Hollis Conservation Commission: Land Management Plan

Hollis Conservation Commission Chairman, Tom Dufresne reported that the Siergiewicz forest, which is approximately an 80 acre parcel, is owned by the town. The Hollis Conservation Commission completed a management plan for the property several years ago. T. Dufresne felt the property was underutilized and would like to implement a wildlife habitat improvement project for the property. The project would include a management timber cut totaling approximately \$10,000-\$15,000 in revenue. The cut would improve the quality of timber that continues to grow. The types of timber currently in that area include Red Oak, Black Oak, Birch, and Black Birch, to name a few. The timber is about the same age. The cost to clear cut and stump the areas as well as treating the areas with several separate herbicide treatments would be approximately \$20,000. Most of the expenditures could be offset by the revenue from the timber cut. If Conservation Commission funds were used, then it would need to be returned to the Conservation Commission. Since funds from timber cuts are recorded in the town's general fund, it was agreed that the expenditures for this project should be budgeted appropriately and expensed from the town's general fund. The project would take place next year, so it would be included in the budgeting process for 2019.

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Wildlife Habitat Improvement Project for the Siergiewicz Forest, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

3. Department Updates

a. Probationary Period-Hollis Police Department

Police Chief Joe Hoebeke stated that James Maloney was hired as a part time lieutenant on January 2, 2018 and as a condition of his employment, is subject to a one year probationary period. According to Town Policy, the Department Head may request a reduction of the probationary period when the employee demonstrates exceptional job performance, knowledge and ability. Chief Hoebeke requested that the probationary period for James Maloney be reduced to 6 months, with an effective date of July 2, 2018.

MOVED by David Petry, seconded by Peter Band that the Selectmen approve reducing the probationary period for James Maloney from one year to six months from the date of hire for an effective date of July 2, 2018. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

Chief Hoebeke was notified of the newspapers that have been distributed to residents by way of leaving them in driveways and currently is looking into the complaints. There are two separate newspapers in circulation. One is the Hollis Brookline Journal and the other is a Hollis Brookline supplemental paper, which is distributed by the Telegraph on Sundays. The Chief will continue to work closely with the newspaper to solidify a resolution to the complaints.

The Hollis Police Department is working towards receiving the Commission on Accreditation for Law Enforcement Agencies (CALEA) accreditation that will include a vehicle decal.

It was reported that the Police Department is currently receiving quotes to replace all of the department's firearms, since the life cycle is five years and the parts can be more expensive than replacing the pistol. The cost is approximately \$10,000 to replace all firearms, including new holsters.

M. Le Doux suggested funding a portion of the expense out of the current budget and encumbering the balance for next year's budget. Chief Hoebeke confirmed that there is a trade in value for the current firearms.

Chief Hoebeke requested permission to purchase a utility vehicle for transporting department equipment, since the cruisers are equipped with cages and other equipment which makes it difficult to transport other department related equipment. Officers current use their personal vehicles to transport department equipment, which J. Hoebeke felt was a liability issue. D. Petry suggested using DPW to assist in transporting equipment. M. Le Doux recommended including the utility vehicle for next year's budget.

b. 2nd Quarter Financial Review-Finance Officer

Deborah Padykula reported on the 2nd quarter financial review which reflects both revenues and expenditures through June 30, 2018. The overall expenditures are at 44%. The Police Department's overtime budget is over expended by 64% due to covering two open positions, from January to April in addition to an employee being out on Short Term Disability. Chief Hoebeke reported that the individual that was out on leave returned today to full duty status. He added that approximately \$6,000 in grant funds will offset some of Overtime expense.

Two positions in the Police Department, one open position in Communications and one position at Town Hall have recently been filled. One librarian position and one DPW position remain open. Overall, the Health Insurance and Retirement accounts will be underspent by

approximately \$70,000 due to the remaining open positions and the timeframe when the recent positions were filled.

It was reported that the town has not needed to use the contingency fund yet. Revenues are doing well. The report that was distributed does not include the motor vehicle permits for June, however those revenues are approximately \$150,000 per month. The revenues were at 43% through May, so that account is in line with the anticipated budget.

The interest is doing well with an interest rate of 1.86%. The 2017 Financial Statements are complete. The town's auditors, Melanson Heath will present the Auditors Report at the next Board of Selectmen meeting to review the Financial Statements. D. Padykula stated that the Unassigned Fund Balance at the end of 2017 was 3.966 million. Of that amount, \$284,000 was used towards Warrant Articles during Town Meeting, leaving approximately 3.682 million.

M. Le Doux explained that the Unassigned Fund Balance is the difference between anticipated expenditures and the anticipated revenues. For example, if the town has taxes that have been raised for expenditures that have not been made, the expenditures are either encumbered for the subsequent budget cycle, such as the firearms for the Police Department or a new roof at the Fire Station or it rolls into the General Fund, which then goes into the Chart of Accounts known as the Unassigned Fund Balance. The Unassigned Fund Balance is similar to a savings account for the town. The general perspective from Department of Revenue Administration (DRA), Moody's Investors Service ("Moody's") and Melanson Heath is that an adequate fund should be between 5%-10% of total expenditures.

Since the Town's annual expenditures, including the school budget, is approximately 30 million, the town would need between 5% and 10% or between 1.5 and 3.0 million in the Unassigned Fund Balance to be considered an adequate fund. Approximately 9 years ago there was only \$150,000 in the fund. The town is currently rated as AA2 through Moody's, which means we are the most preferred borrower among municipalities of our size. This status allows us preferred interest rates for a variety of things and makes our insurance costs substantially less since we have liquidity in the case that there is an emergency. The Selectmen will reduce the overage in this fund balance to help level the tax rate for the next couple of years. In 2020, our total bond indebted service will be 1 million. This year it is anticipated to be 1.4 million, then next year it will be 1.3 million. M. Le Doux recommended putting \$425,000 of that fund balance into reducing the tax rate for calendar year 2018/2019. The bond indebtedness would then be 1 million per year for the next three years. It would lower the tax rate by approximately 6%. The increase of \$600,000 of additional bond indebtedness from this year is directly tied to the properties acquired two years ago at Town Meeting, which was the Birch Hill property and the Stefanowicz Farm.

With no changes to the 2018 tax rate, the rate would go from 5.94 to 6.63 per \$1,000, which is a 12% increase attributable to the real-estate acquisition. With M. Le Doux's recommendation of using \$425,000 from the Unassigned Fund Balance, the rate would go from 5.94 to 6.27, which is a 6% differential. The reduction to the Unassigned Fund Balance would be approximately 3.1 million which is still above the suggested amount of 2.5 million.

P. Band recommended using no less than \$650,000 towards the tax rate for this year and possibly next year. The Selectmen will discuss the topic further when the entire board is present.

Eversource has filed abatements in 2011 and 2012 since they thought they were being overtaxed for their utility poles. The BTLA and State of New Hampshire disagreed. They withdrew their request on 2013, but will file for years 2014, 2015 and 2016. If the Supreme Court rules in their favor, then it could cost the town approximately \$500,000 to \$600,000 in rebates.

The Town is responsible for collecting all of the taxes and distributing them to the entities. The Town does not manage the schools budget or reserves.

c. Purchasing Policy

D. Petry would like to discuss the policy in further details at the next Selectmen meeting. D. Padykula stated that procurements over \$5,000 need to go out to bid, according to the town's current policy. Additionally, the town's auditors requested formal files including specifications, summary of quotes, contract, etc. for each procurement.

d. Website Design

Dawn Desaulniers, IT Director presented a redesign of the town website. Several quotes were received with the preferred vendor being Virtual Towns & Schools. There are many advantages and new features associated with the redesign including better manageability and compatibility for mobile phone users. The Department Heads were involved throughout the process, attending demonstrations and providing feedback.

The timeframe of the redesign is 3-4 months. There is a onetime cost of \$8,100 and an ongoing maintenance cost of \$2,000, so for the first year the total expense would be \$10,100. The vendor hosts the website with each department updating their own page.

Since the Town Clerk has a different software system to accept payments, the new website would include a link to the Town Clerk's software system, but it wouldn't be able to be its own page.

The Board agreed that the project needed to be completed out of the current year's budget. D. Padykula suggested that the expense come from the IT budget, where she can reallocate funds from other accounts to cover the costs.

MOVED by Peter Band, seconded by David Petry that the Selectmen approve implementing the new design for the town website through Virtual Towns & Schools. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

e. Scanning Project

The Town Hall is looking into digitalizing Building, Planning, Zoning Board of Adjustment, Historic District Commission and site plan files. The cost for scanning and digitizing these files is approximately \$28,000 and will take approximately three months to complete. M. Le Doux suggested including the cost for the project as a Warrant Article for next year's budget.

According to the current Purchasing Policy, you do not need to solicit 3 bids, but post a Request for Qualifications and work through the bid process accordingly. Overall, the Board supports the project. D. Petry requested a third bid for the project.

f. Water Supply Regulations

Fire Chief Rick Towne stated that there is a requirement in the Building Department that states in order to receive a Certificate of Occupancy, the water must be tested. The regulations state that well testing shall be done by a NH Certified Well Testing Laboratory, which shall actually collect the water sample(s) to be tested, but states that the test is for informational purposes only.

The recommendation from Chief Towne and the Building Inspector is to either eliminate the requirement for the water testing, since it would not prohibit a Certificate of Occupancy if the test failed to meet the water quality standards, or require a passing water test prior to issuing the CO.

M. Le Doux stated that the Board will take the recommendation under advisement and consult with legal counsel for clarification on the Water Supply Regulation - Private Wells, Water Quality Standards document.

Chief Towne stated that the Lawrence Barn Community Center and Hollis Social Library are now equipped with emergency generators.

NEW BUSINESS

1. Budget Schedule Review

M. Le Doux revised the budget schedule for November 14, 2018 to include Town Departments (Town Hall, Police, Fire, DPW, IT and Communications). Boards and committees that meet budget guidance will not be required to attend a Selectmen meeting to review their budget for Fiscal Year 2019.

2. AFSCME 3657 PTO Buy-Back

Members of the union are requesting PTO Buy-Back in the amount of \$7,746.00. Employees elect to sell back their Earned Time to the Town as part of their current bargaining agreement. The agreement allows for the Buy-Back in July and December of the calendar year. Funds in the amount of \$54,000 were allocated in the 2018 budget for the Buy-Back.

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the PTO Buy-Back for AFSCME 3657 in the amount of \$7,746.00. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

3. Old Home Days

a. Event Specific Sign Permit Approval on Town Property-Old Home Days 8/15/18-9/15/18

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Event Specific Sign Permit for Hollis Old Home Days for 8/15/18-9/15/18. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

4. Junkyard License Approval

Building Inspector/Code Enforcement Officer, Bill Condra and Engineer, Reggie Ouellette inspected the junkyard located at 80 Witches Spring Road and determined that it was in compliance. During the inspections they discovered there were two additional businesses being conducted on the premises, which is not part of the junkyard operation. The property owner is in the process of obtaining the proper approvals for the two unpermitted businesses.

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the renewal of a junkyard license for 80 Witches Spring Road, based on the Inspection Report from R. L.

Ouellette Associates, LLC. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

5. 2018 Dog Registration Warrant

MOVED by Peter Band, seconded by Mark Le Doux that the Selectmen approve the 2018 Dog Registration Warrant for unlicensed dogs, as presented. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

6. Resignation(s)

a. Wendy Trimble, Planning Secretary, Effective July 6, 2018

MOVED by Mark Le Doux, seconded by David Petry that the Selectmen accept the resignation of Wendy Trimble, Planning Secretary effective July 6, 2018. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

b. Carol Brown, Trails Committee

MOVED by Mark Le Doux, seconded by David Petry that the Selectmen accept the resignation of Carol Brown, Trails Committee, and thanked her for serving the community for the past four years. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

c. Michael Bates, Heritage Commission

MOVED by Mark Le Doux, seconded by David Petry that the Selectmen accept the resignation of Michael Bates, Heritage Commission member, and thanked him for serving the community for the past two years. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

As the Historic District Commission representative, Michael will continue to serve on the Heritage Commission as a voting member, per RSA, 673:4-a.

d. David Sullivan, Heritage Commission

MOVED by Mark Le Doux, seconded by David Petry that the Selectmen accept the resignation of David Sullivan, Heritage Commission Chair, and thanked him for serving the community for the past twelve years. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

7. Petition and Pole License

a. Pole #21-1278 Depot Road

MOVED by Peter Band, seconded by David Petry that the Selectmen approve the Petition and Pole License for Pole #21-1278 on Depot Road. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

b. Pole #21-1282 Proctor Hill Road

MOVED by Peter Band, seconded by David Petry that the Selectmen approve the Petition and Pole License for Pole #21-1282 on Proctor Hill Road. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

8. Other Business

a. Municipal Resources, Inc. Contract Approval-Planning Department

MOVED by David Petry, seconded by Peter Band that the Selectmen approve hiring for temporary services in the Planning Department, as recommended by Municipal Resources, Inc. (MRI). Voting in favor of the motion were Le Doux, Band and Petry. No one was opposed. The motion PASSED 3-0-0.

ADMINISTRATIVE BUSINESS**1. Assessing Work****CHARITABLE, EDUCATIONAL & RELIGIOUS EXEMPTIONS**

MOVED by David Petry, seconded by Mark Le Doux that the Selectmen approve the charitable, educational and religious exemptions for the 2018 property tax year. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

NOTICES OF INTENT TO CUT WOOD OR TIMBER

Operation #	MBLU	Owner	Location
18-223-10	041-024	Hollis Town Forest Dickerman East	Silver Lake Rd
18-223-11	037-012	Rock Trusts, James & Jonathan Rock, TTEES	50 Shattuck Ln
18-223-12	003-034-004	Hollis Horse Farm LLC, Stephen Day, President Winston Way	

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Notice of Intent to Cut Wood or Timber for Operations 18-223-10, 18-223-11 and 18-223-12, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

CURRENT USE RELEASES & LAND USE CHANGE TAX (LUCT)

MBLU	Owner	Location	Removed	LUCT
002-008-002	Raisanen Homes Elite LLC	Worcester Rd	4.46	\$16,000
002-008-003	Rais-ProL LLC	Worcester Rd	5.60	\$16,000
014-037-002	Robert Scott Properties LLC	Lovejoy Lane	1.05	\$16,660
TOTALS:			13.41	\$48,660

MOVED by David Petry, seconded by Mark Le Doux that the Selectmen approve the Current Use Release & Land Use Change Tax for MBLU 002-008-002, 002-008-003 and 014-037-002, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

MBLU	Owner	Location	Acres	Rohrer Release B/P	Rohrer Release Date
029-009-002	Sengstaken	98 Federal Hill Rd	6.47	5165/1564	12-1-1989
029-009	Petry	88 Federal Hill Rd	2.16	5165/1565	12-1-1989
029-009-001	Bevins	92 Federal Hill Rd	3.49	5165/1566	12-1-1989

382	029-009-003	Gates	104 Federal Hill Rd	4.68	6206/0808	11-30-1999
383	029-042	Traver	101 Federal Hill Rd	0.60	8087/2882	1-15-2009
384	029-042-001	Asselin	87 Federal Hill Rd	2.15	9001/2661	7-21-2017

385
386 *MOVED by Peter Band, seconded by Mark Le Doux that the Selectmen approve the Current*
387 *Use Release & Land Use Change Tax for MBLU 029-009-002, 029-009, 029-009-001, 029-*
388 *009-003, 029-042 and 029-042-001, as submitted. Voting in favor of the motion were Le Doux*
389 *and Band. No one was opposed. Petry abstained. The motion PASSED 2-0-1.*
390

391 2. Approval Warrants

392 a. Wages 6-14-18 (\$157,326.00)

393 *MOVED by Peter Band seconded by David Petry that the Selectmen approve the Wages, as*
394 *submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed.*
395 *The motion PASSED 3-0-0.*
396

397 b. Wages 6-14-18 (\$2,314.14)

398 *MOVED by Peter Band seconded by David Petry that the Selectmen approve the Wages, as*
399 *submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed.*
400 *The motion PASSED 3-0-0.*
401

402 c. Wages 6-28-18 (\$179,352.93)

403 *MOVED by Peter Band seconded by David Petry that the Selectmen approve the Wages, as*
404 *submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed.*
405 *The motion PASSED 3-0-0.*
406

407 d. Wages 6-29-18 (\$750.00)

408 *MOVED by Peter Band seconded by David Petry that the Selectmen approve the Wages, as*
409 *submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed.*
410 *The motion PASSED 3-0-0.*
411

412 e. Accounts Payable 6-14-18 (\$182,535.50)

413 *MOVED by Peter Band seconded by David Petry that the Selectmen approve the Accounts*
414 *Payable, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one*
415 *was opposed. The motion PASSED 3-0-0.*
416

417 f. Accounts Payable 6-28-18 (\$3,273,942.75)

418 *MOVED by Peter Band seconded by David Petry that the Selectmen approve the Accounts*
419 *Payable, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one*
420 *was opposed. The motion PASSED 3-0-0.*
421

422 g. Benefit Strategies 6-14-18 (\$5,400.93)

423 *MOVED by Peter Band, seconded by Mark Le Doux that the Selectmen approve the Benefit*
424 *Strategies, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one*
425 *was opposed. The motion PASSED 3-0-0.*
426

427 h. Benefit Strategies 6-28-18 (\$5,200.93)

MOVED by Peter Band, seconded by Mark Le Doux that the Selectmen approve the Benefit Strategies, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

i. Bond Payment 7-06-18 (\$1,056.50)

MOVED by Peter Band, seconded by Mark Le Doux that the Selectmen approve the Bond Payment, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

3. Approval Public Minutes 6/4/18

MOVED by Peter Band seconded by Mark Le Doux that the Selectmen approve the Public Minutes of Monday, June 4, 2018, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

4. Approval Non-Public Minutes 6/4/18

MOVED by Peter Band seconded by David Petry that the Selectmen approve the Non-Public Minutes of Monday, June 4, 2018, and keep them sealed. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

5. Weekly Meetings & Announcements

The weekly meetings were announced for July 8, 2018-July 14, 2018.

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 (b) hiring, (c) reputation and (d) land acquisition. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

The Board entered non-public session at 9:05 pm.

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 (b) hiring, (c) reputation and (d) land acquisition. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

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 (b) hiring, (c) reputation and (d) land acquisition. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

The Board came out of non-public session and entered into public session at 10:15 pm.

MOVED by David Petry seconded by Mark Le Doux that the Selectmen approve the Elderly Exemption application, referenced as 2018 EE-#2, which was submitted after the April 15th deadline, due to accident, mistake or misfortune being proven in accordance with RSA 72:33, I-a and Chapter 400 Revised 421.01 (g). Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion PASSED 3-0-0.

477 *MOVED by David Petry seconded by Mark Le Doux that the Selectmen extend an employment*
478 *offer to Jaclyn Hill for the Receptionist position, assigned to Grade XII.I (\$18.79) on the non-*
479 *union wage schedule. Voting in favor of the motion were Le Doux, Petry and Band. No one was*
480 *opposed. The motion PASSED 3-0-0.*
481

482 **ADJOURNMENT**

483 *MOVED by David Petry, seconded by Peter Band that the Selectmen adjourn the meeting.*
484 *Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. The motion*
485 *PASSED 3-0-0.*
486

487 The Board adjourned at 10:20 PM.
488

489 Respectfully Submitted,
490 Christine Herrera, Assistant Town Administrator / HR Coordinator