

BOARD OF SELECTMEN'S MEETING

Selectmen present: Mark Le Doux, Chairman, David Petry, Frank Cadwell, Peter Band and Vahrij Manoukian
Selectmen absent: None
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.

NON-PUBLIC SESSION

MOVED by Peter Band seconded by Frank Cadwell that the Selectmen enter NON-public session in accordance with RSA 91-A:3-II (e) litigation. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Manoukian. No one was opposed. The motion PASSED 5-0-0.

The Board entered non-public session at 5:55 PM.

CONCLUSION OF NON-PUBLIC SESSION

MOVED by Frank Cadwell seconded by Vahrij Manoukian that the Selectmen come out of NON-public session in accordance with RSA 91-A:3-II (e) litigation. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Manoukian. No one was opposed. The motion PASSED 5-0-0.

MOVED by Frank Cadwell seconded by Vahrij Manoukian that the Selectmen seal the minutes of the NON-public session in accordance with RSA 91-A:3-II (e) litigation. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Manoukian. No one was opposed. The motion PASSED 5-0-0.

The Board came out of non-public session with a five minute break before entering into public session at 6:30 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA REVIEW

The Selectmen's agenda was reviewed.

MEETINGS**1. Arts Night / Empty Bowls Program-Nancy Spencer, Lynne Ouellette, Middle School students**

The Hollis Brookline Middle School is holding their 5th Annual Arts Night / Empty Bowls Event on Wednesday, May 24th, from 6:30 p.m.-8:30p.m. The event is a fundraiser to help fight hunger in Hollis and Brookline, while promoting arts education. Funds have been collected and donated to the Brookline Food Pantry that serves both Brookline and Hollis residents. Gift cards for food have also been purchased with these funds for local residents. Some of the bowls from the fundraiser will be displayed at the Hollis Town Hall for the next few weeks. It was announced that volunteers are still needed for the event. Information will be on the town website.

2. Property Tax Exemption

48 *MOVED by Peter Band, seconded by David Petry that the Selectmen approve the property tax*
49 *exemption in the amount of \$500.00, for MBLU #057-045. Voting in favor of the motion were Le*
50 *Doux, Petry, Band, Manoukian and Cadwell. No one was opposed. The motion PASSED 5-0-0.*
51

52 **3. Department of Public Works (DPW)**

53 **a. Approval of Job Descriptions**

54 DPW Director, Tom Bayrd presented two revised job descriptions for the Department of Public Works. The
55 first position is a "Full Time Solid Waste Operator – Transfer Station and Stump Dump / DPW Alternate". The
56 second is a "Part Time Solid Waste Operator – Transfer Station and Stump Dump". It was reported that the two
57 revised job descriptions have been reviewed by counsel. T. Bayrd stated that although CDL certification is
58 preferred for the positions, it is not required. Any modifications to the job descriptions, following tonight's
59 approval, will need to be presented to the Selectmen.
60

61 *MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve the two job*
62 *descriptions for the DPW, as presented. Voting in favor of the motion were Le Doux, Petry, Band,*
63 *Manoukian and Cadwell. No one was opposed. The motion PASSED 5-0-0.*
64

65 **b. Town Representation-Rotary Club**

66 The Town of Hollis is a current member of the Rotary Club and usually has representation at Rotary meetings
67 and/or functions. Joan Cudworth, Solid Waste Supervisor was asked to attend meetings and functions as the
68 current representative for the town. Since the meetings occur during regular work hours, she requested approval
69 from the Board, to attend. The Board did not foresee any problems with having Joan attend the meetings as long
70 as DPW Director, Tom Bayrd approved.
71

72 **c. Highway Safety Committee (HSC)**

73 Highway Safety Committee recently met and recommended that the Selectmen contact the State of New
74 Hampshire and/or Department of Transportation to change the stop sign located at the corner of Monument
75 Square and Depot Road, into a yield sign.
76

77 *MOVED by Mark Le Doux, seconded by David Petry that the Selectmen approve the request to ask*
78 *the state, on behalf of the Highway Safety Committee, to change the stop sign to a yield sign at the*
79 *corner of Monument Square and Depot Road.*
80

81 After much discussion about the safety concerns involving vehicles and pedestrians, it was agreed that the Highway
82 Safety Committee would revisit the request and provide an update on all of their current recommendations to the
83 Board, at the next Selectmen meeting.
84

85 M. Le Doux withdrew the motion and tabled the recommendation until further review and deliberation by the
86 Highway Safety Committee.
87

88 Town Administrator, Kim Galipeau explained that public hearings are held prior to the erection or removal of
89 stop signs.
90

91 **4. Agricultural Commission**

92 **a. Stefanowicz Properties**

93 Agricultural Commission Chair, Mark Post, Conservation Commission Chair, Tom Dufresne, Recreation
94 Commission Chair, Dave Belanger, Recreation Director, Kyle Gillis, David Orde and Al Fulchino discussed
95 both the short term and long term lease of the Stefanowicz properties as well as the intended uses for the land.
96 Al Fulchino and Dave Orde expressed interest in farming the land and although the Selectmen had not
97 authorized anyone to farm the land for 2017 since they only gained ownership 45 days ago, Mr. Orde continued

to farm based on his verbal agreement with Stefanowicz. Mr. Orde stated that it is customary to provide a six month notice for any changes to the agreement.

Since an open bid process may take up to several months and therefore halt any farming during the 2017 spring season, the Agricultural Commission recommended that Mr. Orde continue to farm the land for the remainder of the 2017 season. The Selectmen agreed to have Mr. Fulchino farm any land not currently being farmed by Mr. Orde.

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen enter into a lease agreement with David Orde through October 31, 2017, with the terms and conditions to be determined by Mr. Orde and the Agricultural Commission. Voting in favor of the motion were Le Doux, Petry, Band, Manoukian and Cadwell. No one was opposed. The motion PASSED 5-0-0.

The bid process will proceed for 2018, beginning with a bid packet that will be distributed in June and a decision made by September.

The Board would like to hear specifically from the Recreation Commission regarding potential uses for the land. It was suggested that the Recreation Commission walk the property to obtain a greater perspective for proposed scenarios and make a presentation to the Selectmen.

Accordingly, the Board will hold a public hearing and deliberate on the best uses for the property, since the land was purchased through Town Warrant.

5. Board, Committee and Commission Appointment Interviews

Chairman of the Conservation Commission, Tom Dufresne introduced Joseph Connelly and Cheryl Quaine to the Board. Joe and Cheryl shared their opinions regarding the use of the Stefanowicz properties. On behalf of the Conservation Commission, Chairman Dufresne recommended Joseph Connelly and Cheryl Quaine to fill alternate positions on the board.

b. Joseph Connelly, Conservation Commission Alternate Member (term exp. 4/30/20)

MOVED by David Petry, seconded by Peter Band that the Selectmen approve Joseph Connelly as an alternate member on the Conservation Commission, with a term expiration date of 4/30/20. Voting in favor of the motion were Le Doux, Petry, Band, Manoukian and Cadwell. No one was opposed. The motion PASSED 5-0-0.

c. Cheryl Quaine, Conservation Commission Alternate Member (term exp. 4/30/19)

MOVED by David Petry, seconded by Peter Band that the Selectmen approve Cheryl Quaine as an alternate member on the Conservation Commission, with a term expiration date of 4/30/19. Voting in favor of the motion were Le Doux, Petry, Band, Manoukian and Cadwell. No one was opposed. The motion PASSED 5-0-0.

NEW / OLD BUSINESS

1. AFSCME 93, Local 1801, Collective Bargaining Agreement

The Selectmen signed the AFSCME 93, Local 1801, Collective Bargaining Agreement.

2. Committee Resignation(s)

a. Historic District Commission

The Board acknowledged the resignation of Jan Larmouth, Historic District Commission member and thanked her for her nine years of service.

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen regretfully accept the resignation of Jan Larmouth, Historic District Commission member. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

b. Heritage Commission

The Board acknowledged the resignation of Joe Johnson, Heritage Commission member and thanked him for his three years of service.

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen regretfully accept the resignation of Joe Johnson, Heritage Commission member. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

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

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the charitable, educational and religious exemptions for the 2017 property tax year. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

REPORT OF EXCAVATION

Operation	# MBLU	Owner	Gravel	Tax Levy
16-223-02	009-048	Douglas Orde		\$16.50

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen accept the Report of Excavation for Operation 16-223-02, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

REPORT OF WOOD OR TIMBER CUT

Operation #	MBLU	Owner	Timber Tax Levy
16-223-11	003-033 & 008-061	Kevin & Claudine Curran	\$25.81
16-223-12	016-001	Beaver Brook Association	\$0 (None Cut)
16-223-01	055-005 & others	Hollis Conservation Commission	\$0 (Tax-Exempt)
16-223-14	005-034-001	Hollis Conservation Commission	\$0 (Tax-Exempt)
16-223-04	017-009 (2nd packet)	Charles Hildreth	\$959.75

TOTAL DUE: \$985.56

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen accept the Report of Wood or Timber Cut for Operations 16-223-11, 16-223-12, 16-223-01, 16-223-14 and 16-223-04, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

NOTICE OF INTENT TO CUT WOOD OR TIMBER

Operation #	MBLU	Owner	Location
17-223-04	014-105-001	Cindi Owning & Allan Miller	Depot Road
17-223-05	016-001	Beaver Brook Association	Proctor Hill & Rocky Pond Rds

197
198
199
200
201
202
203
204
205
206
207
208
209
210
211
212
213
214
215
216
217
218
219
220
221
222
223
224
225
226
227
228
229
230
231
232
233
234
235
236
237
238
239
240
241
242
243
244
245

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen approve the Notice of Intent to Cut Wood or Timber for Operations 17-223-04 and 17-223-05, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

CURRENT USE RELEASE & LAND USE CHANGE TAX

MBLU	Owner	Location	Acres	
			Removed	LUCT
032-045-004	David & Linda Seager Joint RT	81 Ranger Road	2.00	\$19,000
038-049	Douglas & Kathleen Gagne	363 Pine Hill Rd	0.51	\$500
038-049-001	Joseph R & Cheri L Natalino	357 Pine Hill Rd	9.94	\$7000
			TOTAL LUCT: \$26,500	

MOVED by Peter Band, seconded by Mark Le Doux that the Selectmen approve the Current Use Release & Land Use Change Tax for MBLU 032-045-004, 038-049 and 038-049-001, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

2. Approval of Warrants**a. Wages – 4/20/17 (\$162,096.86)**

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

b. Wages – 4/20/17 (\$10,885.29)

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

c. Wages – 4/20/17 (\$37,330.00)

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

d. Wages – 4/20/17 (\$20,000.00)

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

e. Wages – 5/4/17 (\$149,665.08)

MOVED by Frank Cadwell, seconded by David Petry that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

f. Wages – 5/4/17 (\$940.80)

MOVED by Frank Cadwell, seconded by David Petry that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

g. **Wages – 5/4/17 (\$4,144.46)**

MOVED by Frank Cadwell, seconded by David Petry that the Selectmen approve the Wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

h. **Accounts Payable – 4/20/17 (\$1,576,315.95)**

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the Accounts Payable, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

i. **Accounts Payable – 5/4/17 (\$131,283.58)**

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the Accounts Payable, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

j. **Benefit Strategies – 4/20/17 (\$6,738.22)**

MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the Benefit Strategies, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

k. **Benefit Strategies – 5/4/17 (\$9,377.66)**

MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the Benefit Strategies, as submitted. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 5-0-0.

3. **Approval of Public Minutes – 4/10/17**

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the public minutes of April 10, 2017, as submitted. Voting in favor of the motion were Petry, Manoukian, Band and Cadwell. No one was opposed. Le Doux abstained. The motion PASSED 4-0-1.

4. **Approval of Public Minutes – 4/17/17**

MOVED by David Petry, seconded by Mark Le Doux that the Selectmen approve the public minutes of April 17, 2017, as submitted. Voting in favor of the motion were Le Doux, Petry and Cadwell. No one was opposed. Band and Manoukian abstained. The motion PASSED 3-0-2.

5. **Approval of Non-Public Minutes – 4/10/17**

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen approve the non-public minutes of April 10, 2017, as submitted and keep them sealed. Voting in favor of the motion were Petry, Manoukian, Band and Cadwell. No one was opposed. Le Doux abstained. The motion PASSED 4-0-1.

6. **Approval of Non-Public Minutes – 4/17/17**

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen approve the non-public minutes of April 17, 2017, as submitted and keep them sealed. Voting in favor of the motion were Le Doux, Petry and Cadwell. No one was opposed. The motion PASSED 3-0-2.

295 **7. Weekly Meetings and Announcements**

296 The weekly meetings were announced for May 7, 2017 – May 13, 2017, noting that the Budget Committee
297 meeting was rescheduled from May 9th to May 18th at 7:00 p.m. in the Town Hall Community Room.

298
299 The Memorial Day Ceremony will take place on Monday, May 29, 2017 in the Town Common beginning at
300 5:30 p.m. In the case of inclement weather, the ceremony will take place at the Lawrence Barn Community
301 Center. Additional information can be found on the town's website at www.hollisnh.org.

302
303 Don St. Pierre, Troop 12 Committee Chairman has the following Boy Scouts achieve the Eagle rank. Adam
304 McQuilkin, Benjamin Thyng, Grant Partin, Jack Belanger, Kyle Swanson, Samuel St. Pierre and Tyler St.
305 Pierre. To honor their achievement, two separate Eagle Courts of Honor have been scheduled. Jack Belanger's
306 Eagle Court of Honor will be held at the Lawrence Barn on Sunday, May 20th from 2:30p.m. to 4:00p.m. The
307 remaining Scouts will have their Court of Honor at the Hollis Brookline High School Auditorium on Sunday,
308 June 11th from 1:00p.m. to 4:30 p.m.

309
310 The closing for Birch Hill properties is scheduled for May 18, 2017.

311 **ADJOURNMENT**

312 *MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen adjourn the meeting.*
313 *Voting in favor of the motion were Le Doux, Petry, Band, Manoukian and Cadwell. No one was*
314 *opposed. The motion PASSED 5-0-0.*
315

316
317 The Board adjourned at 8:25 PM.

318
319 Respectfully Submitted,
320 Christine Herrera, Administrative Assistant/HR Coordinator