

BOARD OF SELECTMEN'S MEETING

Selectmen present: Mark Le Doux, Peter Band, Frank Cadwell and David Petry
Selectmen absent: Vahrij Manoukian
Staff present: Kim Galipeau, Town Administrator, and Deborah Padykula, Finance Officer

COMMUNITY ROOM

Chairman Le Doux convened the January 9, 2017, Selectmen's meeting at 6:33 PM in the Town Hall Community Room.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA REVIEW

The Selectmen's agenda was reviewed.

MEETING**1. Police Department**

- a. Lieutenant Hoebeke commended Sergeant Tate for his demeanor and professionalism while utilizing exemplary actions during a situation with a citizen. Sergeant Tate was presented with a Letter Commendation for his outstanding service with the Hollis Police Department.
- b. Sergeant Tate presented Tina Carlson, representing Hollis Police Benevolent Association, with a token of their appreciation for their support and raising over \$16,000 for Hollis Police Department, Brookline Police Department and Hollis Police Benevolent Association. The support from the community was overwhelming and increased morale for Law Enforcement in the community. Ms. Carlson was also presented with a Certificate of Appreciation.

NEW/OLD BUSINESS**1. Municipal Resources, Inc. Contract Approval-Building Department**

MOVED by David Petry, seconded by Peter Band that the Selectmen approve the Professional Services Agreement with Municipal Resources, Inc. (MRI) for interim Building Inspection Services for the Town of Hollis. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

2. Proclamation-National School Choice Week (January 22, 2017-January 28, 2017)

MOVED by Mark Le Doux, seconded by Frank Cadwell that the Selectmen approve a proclamation commemorating Town of Hollis School Choice Week as January 22-28, 2017. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

3. Appointments

MOVED by Peter Band, seconded by David Petry that the Selectmen appoint Town Administrator, HR Coordinator and Assistant to the Assessor to the Municipal Records Committee for the purpose of designating the office responsible for the retention of each type of records created for the municipality. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

MOVED by Frank Cadwell, seconded by David Petry that the Selectmen appoint Rick Towne as Health Officer and Sandra Bohling as Deputy Health Officer with the Division of Public Health Services Bureau of Health Protection and the Town of Hollis. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

MOVED by Mark Le Doux, seconded by Peter Band that the Selectmen appoint Forest Fire Warden and Deputy Forest Fire Wardens for the Town of Hollis. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

ADMINISTRATIVE BUSINESS**1. Assessing Work****2016 ABATEMENT**

For approval

Case #	MBLU	Owner	Location	Amount to be Refunded (with interest)
2016-002	050-028	James & Tracy Guichard	38 Main St	\$4121.23

TOTAL TO BE ABATED: \$4121.23

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen accept the 2016 Abatement, as submitted. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

CURRENT USE RELEASE & LAND USE CHANGE TAX

MBLU	Owner	Location	Acres Removed	LUCT
012-017-001	Gertz Development LLC	2 Austin Ln	1.79	\$1790.00

TOTAL LUCT DUE: \$1790.00

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen accept the Current Use Release & Land Use Change Tax, as submitted. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

APPLICATION FOR CURRENT USE

Existing Lot #	Location	Acres in CUSE previously	Acres to be added to CUSE	Total CUSE Acres with this application
017-009	Deacon Ln & Proctor Hill Rd	48.95	0.88	49.83

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

2. Approval of Warrants

a. Wages - 12/15/2016 (\$153,831.01)

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, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

b. Wages – 12/29/2016 (\$156,416.86)

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, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

c. Wages – 12/29/2016 (\$9,079.70)

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, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

d. Accounts Payable – 12/15/2016 (\$136,358.17)

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

e. Accounts Payable – 12/29/2016 (\$3,439,697.53)

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

f. Benefit Strategies - 12/15/2016 (\$3,808.38)

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

g. Benefit Strategies - 12/29/2016 (\$3,227.02)

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

3. Approval of Public Minutes – 12/12/16

Minutes were tabled to the next regular Board of Selectmen meeting on January 23, 2017 at the Hollis Town Hall.

PUBLIC COMMENT

Kimber Harmon with the Hollis Woman's Club reported on the Luminary Event, stating that it was very successful and thanked the Board for their support. Ms. Harmon inquired about including the event in the Town Budget to assist with the expenditures associated with the event. Chairman Le Doux suggested the Hollis Woman's Club attend Town Meeting to accept donations from the citizens to help fund the event.

147
148 Jim Belanger reported that he met with the Secretary of State to obtain a list of towns that have their
149 original ballot boxes. They are going to create a poster with all of the town's boxes. It was noted that the
150 Town of Hollis' ballot box is approximately 122 years old.

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152 Chairman Le Doux stated that he acquired three Annual Town Reports for the Town of Hollis, dating
153 back to 1885, 1887, and 1890, which he donated to the Town. The Town is in the processing of digitizing
154 historical records, including Annual Town Reports.

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156 **ADJOURNMENT / RECESS**

157 *MOVED by Peter Band seconded by David Petry that the Selectmen recess and move into*
158 *the Budget Committee Meeting. Voting in favor of the motion were Le Doux, Cadwell,*
159 *Petry and Band. No one was opposed. The motion PASSED 4-0-0.*

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161 The Board recessed at 7:03 PM.

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163 **BUDGET COMMITTEE MEETING**

164 For more information see Budget Committee Minutes dated January 9, 2017.

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166 The Board adjourned at 8:24 PM.

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168 Respectfully Submitted,
169 Chrissy Herrera, HR Coordinator/Administrative Assistant