

**BOARD OF SELECTMEN'S MEETING**

Selectmen present: Frank Cadwell, Vahrij Manoukian, and David Petry  
Selectmen absent: Peter Band and Mark Le Doux  
Staff present: Kimberly Galipeau, Town Administrator, Paul Armstrong, Camera Operator

**COMMUNITY ROOM**

Selectman Petry convened the June 13, 2016, Selectmen's meeting at 7:00 PM in the Town Hall Community Room.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

A moment of silence was taken to acknowledge the tragedy that took place in Florida over the weekend.

**AGENDA REVIEW**

The Selectmen's agenda was reviewed.

**MEETING****1. Hollis Arts Society - Event Specific Sign Permit Approval on Town Property 11/5/16 - 11/6/16**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve the event specific sign permit for the Hollis Arts Society for November 5, 2016 and November 6, 2016. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**2. Environmental Site Assessment Contract Approval(s)**

Tom Dufresne, Chairman of the Conservation Commission and Paul Edmunds, Chairman of the Land Protection Study Committee (LPSC) reviewed the bids. The assessment will be completed within 3 weeks from notice of award, according to the bid requirements. The town has had previous experience with StoneHill Environmental, Inc.

*MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve StoneHill Environmental, Inc. to perform the Environmental Site Assessment for Birch Hill Properties and Stefanowicz Property as recommended by the Conservation Commission and LPSC. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**NEW/OLD BUSINESS****1. Crosswalk Update (Main Street / NH Route 122)**

The Highway Safety Committee met on June 6, 2016 and reviewed the proposed crosswalk. The committee voted to not support the crosswalk for a number of reasons, which are included in the minutes. The minutes and full report are available on the Town's website and in the Highway Safety Committee minute book in the Hollis Town Hall library.

Since the request for the crosswalk was initiated by the School it was thought that the school would pursue the project. Selectman Petry noted that it should include Brookline, since the crosswalk will service the Hollis Brookline Cooperative School District. Krista Whalen, Hollis Brookline Cooperative School Board member, reported that the school was told that they need the town's permission to do anything to the road.

Selectman Petry noted that in order to receive funding from the State under the DOT grants, the project would need to total 400,000. Since the project would most likely be under that amount, eligibility for grants would not be an option.

The Selectmen will discuss alternate options such as lower speed limit signs, since it is a school zone, no left turn signs and/or yield signs. Selectman Petry stated that the Selectmen can request changing the speed limit from 35mph to 20mph during school hours. The Selectmen will decide on the next step in this process and advise the school board accordingly.

Selectman Manoukian supports a crosswalk, whether it is recommended or not by the Highway Safety Committee.

Selectman Cadwell asked if the school would provide crossing guards twice a day, as requested by the Highway Safety Committee. Ms. Whalen stated that the question will be addressed at the next Hollis Brookline Cooperative School Board meeting. It was confirmed that the school has the Hollis Safe Routes to School Travel Plan. The plan was completed in 2011 and specifically addresses crosswalks, traffic counts, speed limits, etc.

## **2. 2016 Dog Registration Warrant**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve the 2016 Dog Registration Warrant, as presented. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

## **3. Board and Commission Appointments**

### **a. Jeffrey Peters, Planning Board Alternate Member (term exp. 4/30/17)**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve Jeffrey Peters as an Alternate Member on the Planning Board, with a term expiration date of 4/30/17. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

### **b. Bill Moseley, Planning Board Alternate Member (term exp. 4/30/18)**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve Bill Moseley as an Alternate Member on the Planning Board, with a term expiration date of 4/30/18. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

### **c. Benjamin Ming, Planning Board Alternate Member (term exp. 4/30/19)**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve Benjamin Ming as an Alternate Member on the Planning Board, with a term expiration date of 4/30/19. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

### **d. Eric Ryherd, Hollis Energy Committee Regular Member (term exp. 4/30/17)**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve Eric Ryherd as a Regular Member on the Hollis Energy Committee, with a term expiration date of 4/30/17. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

- 99 e. **Eitan Zeira, Hollis Energy Committee Alternate Member (term exp. 4/30/19)**  
100 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve*  
101 *Eitan Zeira as an Alternate Member on the Hollis Energy Committee, with a term*  
102 *expiration date of 4/30/19. Voting in favor of the motion were Petry, Manoukian, and*  
103 *Cadwell. No one was opposed. The motion PASSED 3-0-0.*  
104
- 105 f. **Judith Aurelia Perry, Heritage Commission Regular Member (term exp. 4/30/17)**  
106 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve*  
107 *Judith Aurelia Perry as a Regular Member on the Heritage Commission, with a term*  
108 *expiration date of 4/30/17. Voting in favor of the motion were Petry, Manoukian, and*  
109 *Cadwell. No one was opposed. The motion PASSED 3-0-0.*  
110
- 111 g. **Joseph Johnson, Heritage Commission Regular Member (term exp. 4/30/19)**  
112 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve*  
113 *Joseph Johnson as a Regular Member on the Heritage Commission, with a term*  
114 *expiration date of 4/30/19. Voting in favor of the motion were Petry, Manoukian, and*  
115 *Cadwell. No one was opposed. The motion PASSED 3-0-0.*  
116
- 117 h. **Doris Brooks Roach, Heritage Commission Alternate Member (term exp. 4/30/19)**  
118 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve*  
119 *Doris Brooks Roach as an Alternate Member on the Heritage Commission, with a term*  
120 *expiration date of 4/30/19. Voting in favor of the motion were Petry, Manoukian, and*  
121 *Cadwell. No one was opposed. The motion PASSED 3-0-0.*  
122
- 123 i. **Wendy Trimble, Heritage Commission Alternate Member (term exp. 4/30/17)**  
124 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve*  
125 *Wendy Trimble as an Alternate Member on the Heritage Commission, with a term*  
126 *expiration date of 4/30/17. Voting in favor of the motion were Petry, Manoukian, and*  
127 *Cadwell. No one was opposed. The motion PASSED 3-0-0.*  
128

#### 4. Committee Reports

129 Selectman Cadwell stated that the Budget Committee will meet tomorrow. Selectman Manoukian stated  
130 that the Heritage Commission met last week and arranged members to their appropriate membership type.  
131 Selectman Petry stated that the Planning Board received an application under the new solar panel  
132 ordinance. There is a site walk scheduled at 140 Ridge Rd. for next Tuesday at 5:30 PM, which is open  
133 to the public although only Planning Board members are allowed to provide input at that meeting. It was  
134 suggested that the Recreation Board provide an update on the athletic field project, recreation programs,  
135 including insurance coverage and costs, and any new programs. Liability insurance is not provided for  
136 any of the Rec program participants. It was noted that it is provided to the coaches. The Recreation  
137 Commission Chairman and Recreation Director, Kyle Gillis are willing to attend any Selectmen meetings  
138 to provide that information. Selectman Petry suggested also having Department Heads attend meetings  
139 on a regular basis to provide updates to the Selectmen.  
140

#### ADMINISTRATIVE BUSINESS

##### 1. Assessing Work

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

Operation #	MBLU	Owner	Location
16-223-05	015-019	David & Linda Bailey	10 Sumner Lane

16-223-06      017-002      George & Gloria Burton      157 Proctor Hill Road

*MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the Notice of Intent to Cut Wood or Timber, as presented. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**REPORT OF TIMBER CUT & YIELD TAX**

Operation #	MBLU	Owner	Timber Tax Levy
15-223-06	016-001 & Others	Beaver Brook Association	\$742.87
15-223-07	017-004	Winnie H. Crouse	\$445.50
15-223-12	046-006	James Seely	\$316.25
15-223-18	017-009	Charles Hildreth	\$1079.75
15-223-08	017-002	George & Gloria Burton	\$0.00 (none cut)

**TOTAL DUE: \$2584.37**

*MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen accept the Report of Wood or Timber Cut & Yield Tax in the amount of \$2,584.37, as presented. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**CURRENT USE RELEASE & LAND USE CHANGE TAX**

MBLU	Owner	Location	Acres Removed	LUCT
002-032	Patricia Coughlin Rev Tr	34 Flagg Rd	2.75	\$2750.00

**TOTAL LUCT DUE: \$2750.00**

*MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the Current Use Release & Land Use Change Tax in the amount of \$2,750.00, as presented. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**2015 ABATEMENTS**

*For approval*

Case #	MBLU	Owner	Location	Amount to be Abated (with interest)
2015-003	017-026	S. McAfee-Hunter	RT 134 Proctor Hill Rd	\$2915.60
2015-004	057-040	K. Wattanasup	48 Flint Pond Dr	\$1164.24
2015-008	008-069	PL & LA Clark Revoc Trts	37 Eastman Ln	\$6143.41

**TOTAL TO BE ABATED: \$7307.65**

*MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the 2015 Abatement cases, 2015-003, 2015-004 and 2015-008 in the amount of \$7,307.65, as presented. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

*For denial*

Case #	MBLU	Owner	Location	Reason
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197 2015-006 014-026 Daniel Lebreque 109 Richardson Rd No basis found  
198 2015-013 052-031-009 Bank of America 9 Market Place Owner withdrew  
199

200 *MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen deny the 2015*  
201 *Abatement cases, 2015-006 and 2015-013, as recommended by the Assessing Department.*  
202 *Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The*  
203 *motion PASSED 3-0-0.*  
204

## 205 2016 LAND USE CHANGE TAX ABATEMENT

206 *For approval*

Case #	MBLU	Owner	Location	Amount to be Abated
209 2016-001(LUCT)	002-008-001	Rais-Prol LLC	142 Worcester Rd	\$4600.00

210  
211 *MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the 2016*  
212 *Land Use Change Tax Abatement in the amount of \$4,600.00, as presented. Voting in favor of*  
213 *the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-*  
214 *0-0.*  
215

## 216 2014 ABATEMENT APPEAL SETTLEMENT; MEZNIK FAMILY REVOC TRUST

217 As presented to and approved by the Board of Selectmen at the May 2, 2016 meeting, the settlement offer  
218 was also accepted by the property owners. In order to complete the settlement and have the Appeal  
219 dismissed by the BTLA, the agreements must be also be signed by the Board.

Case #	MBLU	Owner	Location	Amount to be Refunded (with interest)
222 2014-009	059-014	Meznik Family Rev Tr	48 Federal Hill Rd	\$378.77
223 2015-015	059-014	Meznik Family Rev Tr	48 Federal Hill Rd	\$355.92

**TOTAL TO BE ABATED: \$734.69**

226 *MOVED by Frank Cadwell, seconded by Vahrij Manoukian that the Selectmen approve the 2014*  
227 *Abatement cases, 2014-009 and 2015-015 in the amount of \$734.69, as presented. Voting in*  
228 *favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion*  
229 *PASSED 3-0-0.*  
230

## 231 2. Approval of Warrants

### 232 a. Wages - 5/19/2016 (\$155,715.79)

233 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve*  
234 *the Wages, as submitted. Voting in favor of the motion were Petry, Manoukian, and*  
235 *Cadwell. No one was opposed. The motion PASSED 3-0-0.*  
236

### 237 b. Wages – 6/2/2016 (\$145,743.92)

238 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve*  
239 *the Wages, as submitted. Voting in favor of the motion were Petry, Manoukian, and*  
240 *Cadwell. No one was opposed. The motion PASSED 3-0-0.*  
241

### 242 c. Accounts Payable - 5/19/2016 (\$1,431,924.51)

243 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve*  
244 *Accounts Payable, as submitted. Voting in favor of the motion were Petry, Manoukian,*  
245 *and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**d. Accounts Payable - 6/2/2016 (\$130,691.02)**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve Accounts Payable, as submitted. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**e. Benefit Strategies - 5/19/2016 (\$6,725.76)**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve the Benefit Strategies, as submitted. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**f. Benefit Strategies - 6/2/2016 (\$8,742.70)**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve the Benefit Strategies, as submitted. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**g. Bond Payment – 6/13/2016 (\$3,832.75)**

*MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen approve the Bond Payment, as submitted. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

**3. Approval Public Minutes - 5/16/16**

*MOVED by Vahrij Manoukian seconded by Frank Cadwell that the Selectmen approve the public minutes of Monday, May 16, 2016 as submitted. Voting in favor of the motion were Petry, Manoukian and Band. No one was opposed. The motion PASSED 3-0-0.*

**4. Weekly Meetings and Announcements**

Selectman Cadwell announced the meeting schedule for June 12 – 18, 2016. Hollis Strawberry festival and band concert will take place on Sunday, June 26<sup>th</sup> from 2-4PM on the Hollis Town Common. The rain location will be the Hollis/Brookline Middle School. The Heroin Opioid Presentation is available on Channel 12 on Fridays at 7PM, Saturdays at 9AM and 7PM and Sundays at 9AM and 7PM through the end of June.

**ADJOURNMENT**

*MOVED by Vahrij Manoukian seconded by Frank Cadwell that the Selectmen adjourn the meeting. Voting in favor of the motion were Petry, Manoukian, and Cadwell. No one was opposed. The motion PASSED 3-0-0.*

The Board adjourned at 7:29 PM.

Respectfully submitted,  
Chrissy Herrera, HR Coordinator/Administrative Assistant