

BOARD OF SELECTMEN'S MEETING

Selectmen present: Chairman Mark Le Doux, Vice Chairman David Petry (via Teleconference) Peter Band and Frank Cadwell
Selectmen absent: Vahrij Manoukian
Staff present: Kimberly Galipeau, Town Administrator, Deborah Padykula, Finance Officer, 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.

ELECTION OF OFFICERS

MOVED by Peter Band, seconded by David Petry that the Selectmen nominate Mark Le Doux as Chairman of the Board of Selectmen. Voting in favor of the motion were Petry, Band and Cadwell. No one was opposed. Le Doux abstained. The motion PASSED 3-0-1.

MOVED by Frank Cadwell, seconded by Mark Le Doux that the Selectmen nominate David Petry as the Vice Chairman of the Board of Selectmen. Voting in favor of the motion were Le Doux, Band and Cadwell. No one was opposed. Petry abstained. The motion PASSED 3-0-1.

MEETINGS**1. Police Department Introduction**

Chief Hoebeke introduced two new police officers, Derek Gyles and Nicholas McPhee with the Hollis Police Department.

Derek Gyles currently resides in Ayer, Massachusetts. Derek attended Fitchburg State University and gained a Bachelor's Degree in Criminal Justice. He attended and completed the Part-Time Police Academy in the State of Massachusetts and for a period of time worked as a Part-Time Police Officer for the Hardwick, Massachusetts Police Department.

Nicholas McPhee currently resides in Pelham, New Hampshire. Nicholas is a graduate of Salem, New Hampshire High School and is a veteran of the United States Air Force National Guard, having served in the Fire Protection field. In 2014, Nicholas deployed to Kuwait in support of Operation Enduring Freedom.

Derek and Nicholas will complete three weeks of in-service training prior to beginning the 176th session of the New Hampshire Police Academy, which will commence on April 20, 2018. Chief Hoebeke welcomed both officers to the Hollis Police Department and wished them success and safety as they embark upon their careers with Hollis.

The new officers took their oath of office and were given a warm welcome from the audience, followed by the traditional pinning ceremony.

2. Certification of Appreciation**a. George "Bill" Burton, Forest Committee**

On behalf of the Board of Selectmen, Chairman Le Doux presented George "Bill" Burton with a Certificate of Appreciation for his continued service and dedication on the Forest Committee. Bill joined the committee in 1981 and is resigning after thirty-seven years. Additionally, Bill joined the Hollis Fire Department in 1958 and

retired as Deputy Chief in 2008. He still remains as a volunteer auxiliary member with the Hollis Fire Department. Chairman Le Doux thanked him for his dedicated service to the Town of Hollis.

3. Committee Appointment Interview

a. Joe Brulotte, Forest Committee, Regular Member (term exp. 4/30/21)

Joe moved to Hollis and joined the Hollis Fire Department in 1983. He has been the Treasurer of the Hollis Fireman's Association for the past twenty years. Joe was recommended by the Forest Committee to fill the newly vacant position.

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen approve Joseph Brulotte to fill an open Regular position on the Hollis Forest Committee, with a term expiration date of 4/30/21. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

4. Memorial Day Coordinator

After serving as the Memorial Day Coordinator for quite some time, Jim Belanger stated that he is planning to resign in approximately two years. He recommended Al Fulchino to fill his position when he resigns. Al Fulchino and Dave Sullivan have volunteered to help with the ceremony this year. J. Belanger created a Standard Operating Procedure for the position, noting that the town funds \$1,000 which helps cover expenses such as flags and flowers for all of the cemeteries in town.

Chairman Le Doux suggested that the Selectmen appoint Mr. Fulchino as an Assistant Memorial Day Coordinator with David Sullivan as an alternate. Both positions are temporary for the purpose of learning how to coordinate the event when J. Belanger resigns.

MOVED by Mark Le Doux, seconded by Frank Cadwell that the Selectmen appoint Al Fulchino as an Assistant Memorial Day Coordinator, on a temporary basis. 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 Frank Cadwell that the Selectmen appoint Dave Sullivan as an alternate Assistant Memorial Day Coordinator, on a temporary basis. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

The Board agreed to review the Standard Operating Procedure for the Memorial Day Coordinator at the next Selectmen meeting. The manuscript includes the authorization to spend funds.

5. Energy Committee Presentation

a. Project Update

Hollis Energy Committee (HEC) Chairman, Eric Ryherd presented a slideshow to the Selectmen which included the committee's purpose, accomplishments in 2017 and upcoming plans for 2018. It was reported that there are two solar PV on the Hollis Upper Elementary School and Hollis Primary School. There is also a solar powered scoreboard at the Hollis Brookline High School, which saved the taxpayers \$7,000. The committee continues to provide outreach campaigns. The committee utilizes the PortfolioManager, which is an energy tracking database, managed by Energy Star. The database provides an analysis of actual energy costs oppose to estimates.

It was reported that the annual electrical savings since 2012 were approximately \$140,000 mainly due to CFL light upgrades to town buildings as well as negotiated energy rates. This amount does not figure in the solar data from the two schools since the savings haven't yet been calculated. The annual heat energy savings since 2015 were approximately \$12,500, which is mainly from the wood pellet boiler system. The overall annual saving is approximately \$152,000. The plans for 2018 were presented, including reviewing and tracking the efficiency improvements at the two schools, continuing to collect data via PortfolioManager, reviewing audit reports, outreach campaigns, and street lighting upgrades.

Chairman Le Doux would like the new DPW Director and other personnel to be a part of the Energy Committee to help balance the membership between the experts and town personnel.

D. Petry requested that the committee move their meeting dates, so P. Band could attend. The Hollis Energy Committee currently holds their regular meetings on the first Monday of the month, which can conflict with Selectmen meetings. D. Petry mentioned that the committee may need to consider changing the meeting time when town personnel join the group. He would also like to see the operational and maintenance costs associated with the projects, in order to have the full picture of the project.

It was noted that solar panels are typically warranted for 25 years.

6. Heritage Commission Project Update

Heritage Commission Chairman, Dave Sullivan reported that the commission will be considering alternative plans for the Cooper Shop. The commission is working on educational story boards, similar to the ones in the Lawrence Barn. The boards will provide the history and uses of the Gabrel Barn and Ice House. The boards will either be hung on the inside or outside of the structures. D. Sullivan reported that the Heritage Commission received a sleigh from the Woods and Lingley families, specifically Elizabeth Woods and her brother Laurie Lingley. The sleigh is completely original, including the paint and pinstriping. It has a painting of the "Sons of Liberty" shield on the back, with a date of 1787. It was stated that although research will need to be completed, it was believed that there was a connection to Prudence Wright, a local female hero in Revolutionary time. Once the research is complete, there will be an article in the local paper.

Chairman Le Doux suggested obtaining the value of this piece, as well as any other donation pieces, in order to provide receipts to donors that that request it for tax purposes. The location of where the sleigh will be displayed is undetermined at this time.

NEW / OLD BUSINESS

1. Deborah Padykula, Finance Officer

a. 1st Quarter Financial Review

Deborah Padykula, Finance Officer provided a financial review of the Town's budget, stating that expenditures through March 2018 are 25% expended. The DPW overtime account is 75% expended due to snow removal from the beginning of the year. Last year about the same amount was spent at this time. Some of the overtime accounts have been trending higher due to two open positions with the Police Department and one open position with the Communications Department. All three positions will be filled by the end of the month.

It was stated that most revenue accounts are on track, with 19% collected to date, except for New Hampshire meals and rooms tax, which is received at the end of the year. Also, the Highway Block Grants, which are received on a quarterly basis. Interest is collecting at a higher rate than expected. The town received almost \$25,000 in interest from money market accounts and CD's. Motor Vehicle registrations are on track at 25% collected.

D. Padykula received five quotes for leasing with the option to purchase, four new 2018 Ford Utility Interceptors for the Police Department and one new 2018 Sutphan Fire Rescue Truck for the Fire Department. There are two separate agreements, one for the police cruisers and one for the fire truck. All American Investment Group, LLC had the lowest rates, coming in at 3.07% for the police cruisers and 3.17% for the fire rescue truck.

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen authorize Deborah Padykula, Finance Officer to enter into a Lease with Option to Purchase Agreement on behalf of the Town of Hollis, with All American Investment Group, LLC for four police cruisers and one fire rescue truck and to sign any paperwork pertaining to the lease agreement. Voting in favor of the motion were Le Doux, Cadwell, Band and Petry. No one was opposed. The motion PASSED 4-0-0.

2. Selectmen Department and Committee Assignments

The Board reviewed the current list of Department and Committee Assignments, and agreed to modify the list to reflect M. Le Doux as the representative on the Budget Committee, with F. Cadwell as the alternate.

MOVED by David Petry, seconded by Frank Cadwell that the Selectmen approve the Department and Committee Assignments, as presented. The list reflects M. Le Doux as the representative on the Budget Committee, with F. Cadwell as the alternate. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

3. Tax Collector

a. Tax Deeds

There are five deed waivers before the board, including Map 43, Lot 78, Map 19, Lot 69, Map 1, Lot 1, Map 4, lot 30 and Map 4, Lot 29. If the Selectmen approve waiving the deeds, the town will not gain ownership of the properties.

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen sign and approve waiving the deeds for Map 43, Lot 78, Map 19, Lot 69, Map 1, Lot 1, Map 4, lot 30 and Map 4, Lot 29, as presented. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

b. Affidavit of Execution of Real Estate Tax Lien RSA 80:61

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen sign and approve the Affidavit of Execution of Real Estate Tax Lien, per RSA 80:61. Voting in favor of the motion were Le Doux, Band, Petry and Cadwell. No one was opposed. The motion PASSED 4-0-0.

4. Board, Committee and Commission Appointments and Vacancies

The Board reviewed the following Board, Committee and Commission appointments. All terms expire on April 30, 2021. Recommendations to appoint each volunteer was received from the respective chairs.

Committee	First Name	Last Name	Membership
Agricultural Commission	Dan	Harmon	Regular
Agricultural Commission	Adam	Pitarsys	Regular

Agricultural Commission	Michael	Madden	Alternate
Cable Advisory Committee	Douglas	Cleveland	Regular
Conservation Commission	David	Connor	Regular
Conservation Commission	LeeAnn	Wolff	Regular
Energy Committee	Peter ("Mike")	Leavitt	Regular
Forest Committee	Craig	Birch	Regular
Heritage Commission	Michael	Bates	Alternate
Heritage Commission	Josie	MacMillan	Alternate
Highway Safety Committee	Paul	Armstrong	Regular
Highway Safety Committee	Rebecca	Crowther	Regular
Historic District Commission	Tom	Cook	Regular
Historic District Commission	Jessica	Waters	Regular
Memorial Day Coordinator	James	Belanger	Regular
NRPC Representative	Robert	Larmouth	Regular
Old Home Days Committee	Anne Marie	Tucciarone-Mahan	Regular
Planning Board	Cathy	Hoffman	Regular
Planning Board	Jeffrey	Peters	Regular
Planning Board	Dan	Turcott	Alternate
Recreation Commission	Jayne	Belanger	Alternate
Recreation Commission	Russell	Rogers	Regular
Trails Committee	Carol	Brown	Regular
Trails Committee	Sherry	Wyskiel	Regular
Zoning Board of Adjustment	Brian	Major	Regular
Zoning Board of Adjustment	Cindy	Tsao	Regular

MOVED by Frank Cadwell, seconded by David Petry that the Selectmen appoint the volunteers to the Town's Boards, Committees and Commissions, as presented. Voting in favor of the motion were Le Doux, Cadwell, Petry and Band. No one was opposed. The motion PASSED 4-0-0.

5. Special License(s)

c. Hollis Brookline Rotary Bike Ride and Walk, Saturday, May 12, 2018 from 8:00am-10:00am

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the Special License for the Hollis Brookline Rotary Bike Ride and Walk for Saturday, May 12, 2018 from 8:00am-10:00am. Voting in favor of the motion were Le Doux, Cadwell, Petry and Band. No one was opposed. The motion PASSED 4-0-0.

ADMINISTRATIVE BUSINESS

1. Assessing Work

2017 EQUALIZATION RATIO

The NH DRA has established the 2017 Equalization Rate to be 86.0%. This ratio will be used to equalize the modified local assessed valuation for all land, buildings and manufactured housing in our municipality.

NOTICE OF INTENT TO TAX PERSONAL PROPERTY ON LAND OF OTHERS

Each year prior to April 30th, the Chairman of the Board of Selectmen, must send out Notice of Intent to Tax Personal Property on Land of Others according to RSA 73:16-a, if these notices are not sent to the land owner before April 30th, and the personal property owner does not pay the property taxes assessed, the land owner cannot be held liable for the unpaid taxes.

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen sign and approve the Notice of Intent to Tax Personal Property on Land of Others per RSA 73:16-a, as presented. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

NOTICES OF INTENT TO EXCAVATE

Operation #	MBLU	Owner	Location
18-223-02	009-048	Douglas Orde	Depot Rd
18-223-03	014-037-026	Cutter Place Properties LLC	Cutter Place-Road Only

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve operations 18-223-02 and 18-223-03 for the Notice of Intent to Excavate, as presented. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

REPORTS OF EXCAVATION

Operation #	MBLU	Owner	Timber Tax Levy
17-223-01E	045-050	Raisanen Homes Elite LLC	\$76.80
17-223-03E	014-037-026	Cutter Place Properties LLC	\$11.40
17-223-04E	015-071-A	Lone Pine Hunters Club Inc.	\$0.00 (none removed)
TOTAL GRAVEL TAX DUE:			\$88.20

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen accept the Reports of Excavation for operations 17-223-01E, 17-223-03E and 17-223-04E, as presented. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

NOTICES OF INTENT TO CUT WOOD OR TIMBER

Operation #	MBLU	Owner	Location
18-223-04	014-075 & 015-004	Peter & Andrea Hacker	Rideout Rd
18-223-05	009-062	Thomas & Nancy Jambard	40 Twiss Ln
18-223-06	009-059	Stephen & Nicole Jambard	12 Twiss Ln
18-223-07	020-032	Brookdale Fruit Farm	Broad St at River Rd

MOVED by Frank Cadwell, seconded by Mark Le Doux that the Selectmen approve operations 18-223-04, 18-223-05, 18-223-06 and 18-223-07 for the Notice of Intent to Cut Wood or Timber, as presented. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

REPORT OF WOOD OR TIMBER CUT

Operation #	MBLU	Owner	Timber Tax Levy
17-223-05	016-001	Beaver Brook Association	\$532.14
17-223-11	045-050	Raisanen Homes Elite LLC	\$461.81
17-223-19	014-075 & 015-004	Peter & Andrea Hacker	\$0.00 (none cut)

TOTAL TIMBER TAX DUE: \$993.95

MOVED by Frank Cadwell, seconded by Mark Le Doux that the Selectmen accept the Reports of Wood or Timber Cut for operations 17-223-05, 17-223-11 and 17-223-19, as presented. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

CURRENT USE RELEASES & LUCT

			Acres	
MBLU	Owner	Location	Removed	LUCT
015-071	Michael & Jamie Curran	Rideout Rd	0.60	\$2500
015-071	Seth & Kara Myers	Rideout Rd	0.40	\$1500
TOTALS:			1.00	\$4000

MOVED by Frank Cadwell, seconded by Mark Le Doux that the Selectmen approve the Current Use Releases and Luct for operations 015-071 and 015-071, as presented. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

2017 ABATEMENTS

				Amount to
Case #	MBLU	Owner	Location	be Abated
2017-006	008-030	James W & Mary E Keeley	24 Baldwin Ln	\$6144.00
2017-007	060-045-001	David R & Mary Wojcik	18 Long Hill Rd	\$2239.00
TOTAL TO BE ABATED:				\$8383.00

MOVED by Frank Cadwell, seconded by Mark Le Doux that the Selectmen approve case numbers 2017-006 and 2017-007 for the 2017 Abatements, as presented. Voting in favor of the motion were Le Doux, Petry, Band and Cadwell. No one was opposed. The motion PASSED 4-0-0.

2. Approval Warrants

a. Wages 4/5/18 (\$144,963.54)

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

b. Accounts Payable 4/5/18 (\$143,946.01)

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

c. Benefit Strategies 4/5/18 (\$5,447.62)

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

3. Approval Public Minutes 3/26/18

MOVED by Peter Band seconded by David Petry that the Selectmen approve the Public Minutes of Monday, March 26, 2018, as submitted. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. Cadwell abstained. The motion PASSED 3-0-1.

4. Approval of Non Public Minutes 3/26/18

MOVED by Peter Band seconded by David Petry that the Selectmen approve the Non Public Minutes of Monday, March 26, 2018, and keep them sealed. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. Cadwell abstained. The motion PASSED 3-0-1.

5. Weekly Meetings & Announcements

The weekly meetings were announced for April 15, 2018-April 21, 2018. The first Household Hazardous Waste Day for 2018 will be on Saturday, April 21, 2018 from 8:00AM-12:00PM at the Nashua Public Works Garage, located at 9 Stadium Drive in Nashua. The cost is \$10 per vehicle, additional charges over 10 gallons or 20 pounds. No latex paint, electronics or medications. For additional information, please visit www.nashuarpc.org/hhw or call 424-2240.

Chairman Le Doux announced that Troop 12, Boy Scouts of America has three scouts that have successfully completed the requirements for the highest rank in scouting, the Eagle Rank. Those members are Garret Poulin, Ethan Hemenway and Trevor Cardin. The Eagle Court of Honor will be on Saturday, May 12, 2018 from 1:00PM-3:30PM at the Hollis Congregational Church.

6. Other

F. Cadwell reported that the Recreation Commission decided to move forward with a plan for recreation fields. They will assess property options at the meeting in May and will make a recommendation to the Selectmen, accordingly. The commission requested that the Selectmen delay their decision regarding the 2 year lease agreement with Stefanowicz property, until the Recreation Commission provides a recommendation for fields, which will take place at their next meeting on May 2, 2018.

The next Board of Selectmen meeting will be May 7, 2018 at 7:00PM in the Town Hall Community Room.

ADJOURNMENT

MOVED by Mark Le Doux, seconded by Frank Cadwell that the Selectmen adjourn the meeting.
Voting in favor of the motion were Le Doux, Cadwell, Petry and Band. No one was opposed.
The motion PASSED 4-0-0.

The Board adjourned at 8:39 PM.

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