

BOARD OF SELECTMEN'S MEETING

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

COMMUNITY ROOM

Chairman Le Doux convened the December 12, 2016, Selectmen's meeting at 7:00 PM in the Town Hall Community Room.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

BUDGET COMMITTEE MEETING

1. First Review of 2017 Budget
For more information see Budget Committee Minutes dated December 12, 2016.
2. AFSCME 1801 Collective Bargaining Agreement
Discussion on the AFSCME 1801 Collective Bargaining Agreement was tabled to the 2nd review meeting between the Budget Committee and Board of Selectmen, scheduled for January 9, 2017 at 7:00PM at the Hollis Town Hall.

AGENDA REVIEW

The Selectmen's agenda was reviewed.

NEW/OLD BUSINESS**1. 2016 Encumbrance Requests**

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the 2016 Encumbrance Requests in the amount of \$377,650.64, as submitted. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

2. Paid Time Off Buy-Back Requests

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the Paid Time Off Buy-Back Requests in the amount of \$82,400.00, as submitted. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

3. Compensation Time Buy-Out

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen approve the Compensation Time Buy-Out in the amount of \$7,620.56, as submitted. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

4. Tax Interest Waiver

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen deny the request to waive tax interest in the amount of \$204.81. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

5. Petition and Pole License

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve pole license #19/63 on Depot Road. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

6. Petition and Pole License

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve pole license #65/15 on Ranger Road. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

7. Purchase and Sales Agreement-Birch Properties

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve the Purchase and Sales Agreement for Birch Properties. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

8. Purchase and Sales Agreement-Stefanowicz Properties

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve the Purchase and Sales Agreement for Stefanowicz Properties. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

9. Stefanowicz Properties-Authorized Signer

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen authorize the Chairman to sign the Purchase and Sales Agreement on behalf of the Board of Selectmen. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

ADMINISTRATIVE BUSINESS

1. Assessing Work

NOTICE OF INTENT TO CUT WOOD OR TIMBER

Operation #	MBLU	Owner	Location
16-223-12	016-001	Beaver Brook Association	Rocky Pond Rd

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen accept the Notice of Intent to Cut Wood or Timber. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

2. Approval of Warrants

a. Wages - 12/01/2016 (\$197,686.03)

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

b. Wages - 12/1/2016 (\$84,740.80)

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

c. Accounts Payable - 12/1/2016 (\$233,351.44)

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve the Accounts Payable, as submitted. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

d. Benefit Strategies - 12/1/2016 (\$8,808.38)

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

e. Hillsborough County - 12/19/2016 (\$1,596,771.00)

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve the payment to Hillsborough County, as submitted. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

f. Bond Payment - 1/06/2017 (\$127,743.75)

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

3. Approval of Public Minutes – 11/21/16

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve the public minutes of November 21, 2016, as submitted. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

4. Approval of Non Public Minutes – 11/21/16

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve the Non-public minutes of November 21, 2016 and keep them sealed. Voting in favor of the motion were Le Doux, Band, and Manoukian. No one was opposed. The motion PASSED 3-0-0.

5. Weekly Meetings and Announcements

Chairman Le Doux announced that the Hollis Brookline Junior Cavaliers Cheerleading won the Championship over the weekend. The luminary event went well with a great turn out. Chairman Le Doux thanked the Hollis Women's Club for their hard work to organize the event.

ADJOURNMENT

MOVED by Peter Band seconded by Vahrij Manoukian that the Selectmen adjourn the meeting. Voting in favor of the motion were Le Doux, Manoukian, and Band. No one was opposed. The motion PASSED 3-0-0.

The Board adjourned at 8:02 PM.

Respectfully Submitted,
Chrissy Herrera, HR Coordinator/Administrative Assistant