

BOARD OF SELECTMEN'S MEETING

Selectmen present: Mark Le Doux, David Petry, Vahrij Manoukian, Peter Band and Frank Cadwell
Staff present: Troy Brown, Town Administrator and Paul Armstrong, Volunteer Camera Operator.

COMMUNITY ROOM

Chairman Le Doux convened the February 9, 2015, Selectmen's meeting at 6:56 PM in the Town Hall Community Room.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AGENDA REVIEW

Troy Brown reviewed the Selectmen's agenda.

PUBLIC COMMENT

None

MEETINGS**1. Agricultural Commission, Signs**

Dan Harmon requested permission from the Board of Selectmen to proceed with the process of installing Agricultural signs welcoming people to Hollis. The Agricultural Commission has an opportunity to receive a grant from the Department of Agriculture for up to \$1,000.00. The grant application needs to be submitted by February 18, 2015.

D. Harmon proposed installing seven "welcome" signs at the main entrances to Town. He stated that he was unsure of the design of the signs at this time because they are still early in the process. Once the Commission approves a sign design, he agreed to bring it back before the Board of Selectmen for final approval. He will also request final approval for the sign locations.

D. Harmon stated that erecting signs was one of the first goals set by the community when the Agricultural Commission was formed. If the Commission received the matching grant, they will have funding to complete the project this year. D. Harmon soliciting Selectmen input. D. Petry stated that the proposed design was submitted by high school students. D. Petry supports the project.

P. Band questioned the second sign on the handout depicting a tractor reading, "Share the Road". D. Harmon had two separate requests. The grant funding and approval of the welcome signs were his first request.

MOVED by Vahrij Manoukian seconded by Frank Cadwell that the Selectmen authorize the Agricultural Commission to proceed with applying for a grant from the Department of Agriculture for the welcome sign project, as discussed. Voting in favor of the motion were Le Doux, Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 5-0-0.

D. Harmon pointed to two different sign designs depicting a tractor reading, "Share the Road". The Agricultural Commission received a strong request from local farmers for signs regarding traffic safety. Local farmers would like tractor safety signs erected in high traffic and poor site visibility locations.

The Agricultural Commission met with the Police Department and they are in favor of the traffic safety signs. D. Harmon will be presenting the request to the Highway Safety Committee at their next meeting for input as well. The Board discussed the plethora of signs already erected in Town. D. Petry remembers signs similar to the proposed signs. He stated they were removed and bright neon yellow signs were installed. D. Petry is in favor of removing the neon signs and installing new signs like the ones being proposed by the Agricultural Commission.

M. Le Doux felt the project needs to go through the process. He feels the Board is supportive but other signs may need to be removed. P. Band stated his preference for the sign design on the right depicting a less modern picture of a tractor.

2. Tebbetts Insurance Agency, Town Insurance Policies

The meeting was tabled.

NEW /OLD BUSINESS

1. Annual Town Meeting Warrant Approval

M. Le Doux stated that the Board of Selectmen had a very positive meeting with the Budget Committee.

MOVED by Vahrij Manoukian, seconded by David Petry that the Selectmen recommend the 2015 Town Warrant, as presented. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. Petry was absent. The motion PASSED 5-0-0.

ARTICLE 1 - Officials Reports

To hear reports of the Board of Selectmen, other Town Officers and Committees.

ARTICLE 2 - Establish an Expendable Trust Fund (Special Warrant Article)

To see if the Town will vote, pursuant to RSA 31:19-a, to establish an Expendable Trust Fund, to be named the Environmental Defense and Study Expendable Trust Fund, for the purpose of retaining and funding legal representation, engineering experts, and other technical experts as well as related studies and other technical reports associated with the potential environmental impact on the Town occasioned by circumstances affecting the Town in order to determine the extent to which such circumstances may impact wetlands, lakes, rivers, aquifers and other water systems, as well as naturally occurring habitats that sustain wildlife, humans, flora and fauna, as well as determining what, if any, action should be taken by the Town relating to the same; and, further, to appoint the Board of Selectmen to expend any funds in the trust, including interest and principal, for the purposes of the trust; and, further, to raise and appropriate \$50,000 to put in said fund, said funds to come from the unassigned fund balance as of December 31, 2014, available for transfer on January 1, 2015. No amount to be raised from taxation. (Majority Vote Required).

Recommended by Selectmen

Recommended by Budget Committee

ARTICLE 3 - Old Home Day Special Revenue Fund

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of sponsoring the Old Home Days event and to fund this appropriation by authorizing the withdrawal of said sum from the Old Home Day Special Revenue Fund. This article will not affect the tax rate, as these funds will be raised from fees and donations.

Recommended by Selectmen

Recommended by Budget Committee

ARTICLE 4 - Compensated Absences Payable Expendable Trust Fund

To see if the Town will vote to raise and appropriate \$30,000 to be placed in the Compensated Absences Payable Expendable Trust Fund as previously established at the 2002 Annual Town Meeting.

Recommended by Selectmen

Recommended by Budget Committee

ARTICLE 5 - Revaluation Capital Reserve Fund

To see if the Town will vote to raise and appropriate \$14,000 to be placed in the Revaluation Capital Reserve Fund as previously established at the 1996 Annual Town Meeting.

Recommended by Selectmen

Recommended by Budget Committee

ARTICLE 6 - Municipal Buildings and Facilities Maintenance Expendable Trust Fund

To see if the Town will vote to raise and appropriate \$150,000 to be placed in the Municipal Buildings and Facilities Maintenance Expendable Trust Fund as previously established at the 2008 Annual Town Meeting and amended by the 2009 Annual Town Meeting.

Recommended by Selectmen

Recommended by Budget Committee

ARTICLE 7 - Contingency Fund

To see if the Town will vote to raise and appropriate \$70,000 to be placed in the Contingency Fund as previously established at the 2014 Annual Town Meeting.

Recommended by Selectmen

Recommended by Budget Committee

ARTICLE 8 - 2015 Operating Budget

To see if the Town will vote to raise and appropriate the sum of \$9,485,288 which represents the operating budget of the Town for 2015, not including appropriations by special warrant articles and other appropriations voted separately.

Recommended by Selectmen

Recommended by Budget Committee

ARTICLE 9 - Conservation Easement

To see if the Town will vote to raise and appropriate the sum of \$400,000 to allow the Conservation Commission, in the name of the Town and subject to the approval of the Board of Selectmen, pursuant to RSA 36-A:4, (I), to acquire conservation easements on approximately 39 acres, more or less, consisting of two parcels of land located on Ranger Road, identified in the Town of Hollis Tax Maps as Map 26 - Lot 26 and Map 26 - Lot 80. To authorize not more than \$200,000 to be raised by taxation it being expressly understood and a condition of this appropriation that the balance of the purchase price remaining to acquire said easements shall be funded through the use of available funds in the conservation fund, grants and/or private donations, but not any additional taxes, failing which this appropriation shall lapse at the end of the fiscal year. Further, it is understood that the conservation easements shall restrict the entirety of the parcels identified except for an area surrounding the existing Old Pine Hill School House consisting of sufficient acreage to allow said structure to constitute a separate legal and buildable lot pursuant to typically applicable land use regulations, and the easement conditions shall otherwise be on such terms and conditions as are acceptable to the Conservation Commission and the Board of Selectmen.

Recommended by Selectmen and Recommended by Budget Committee

ARTICLE 10 - Withdrawal from the H/B Cooperative School District

To see if the Town will vote to direct the Hollis-Brookline Cooperative School Board, pursuant to RSA 195:25, to undertake a study of the feasibility and suitability of the withdrawal of the pre-existing Hollis school district from the Cooperative school district.

Recommended by Selectmen**ARTICLE 11 - To Transact Any Other Business That May Legally Come Before Said Meeting.****2. Energy Facilities Advisory Committee (EFAC)**

M. Le Doux received a letter from NRPC regarding the Northeast Energy Direct (NED) Pipeline Project. NRPC is forming the Energy Facilities Advisory Committee. They are asking Hollis if they would like to appoint anyone to the Committee. M. Le Doux outlined the makeup of the Committee.

M. Le Doux felt that Kathy McGhee would be a good choice. The Board has not had an opportunity to discuss the position with K. McGhee.

MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen appoint Kathy McGhee to serve as the Hollis representative on the Energy Facilities Advisory Committee, as discussed. Voting in favor of the motion were Le Doux, Petry, Manoukian, Band and Cadwell. No one was opposed. Petry was absent. The motion PASSED 5-0-0.

3. Special License

The race will be held Thursday, June 11, 2015 at 6:30pm. The request has been reviewed and approved by the Police Chief and Fire Chief.

MOVED by Vahrij Manoukian seconded by Frank Cadwell that the Selectmen approve the Hollis / Brookline Rotary Club Fast 5K race special license, as presented. Voting in favor of the motion were Le Doux, Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 5-0-0.

4. Selectmen By-Laws

T. Brown stated that the Board of Selectmen does not have by-laws. T. Brown offered to draft the document for the Board to review and approve. T. Brown explained the purpose of by-laws. The Board agreed to review the draft at a March meeting.

ADMINISTRATIVE BUSINESS**1. Assessing / Tax Collection****Report of Timber Cut & Tax Levy**

Operation: 14-223-03 Owner: Kimberly & Thomas Lawlor MBLU: 003-026

Timber Tax Levy: \$236256

MOVED by Peter Band, seconded by Vahrij Manoukian that the Selectmen sign the Certification of Timber Cut and authorize the Tax Collector to collect \$2,362.56 in Timber Tax, as presented. Voting in favor of the motion were Le Doux, Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 5-0-0.

The Board discussed whether or not a request for abatement is a hardship and should be discussed in non public session. T. Brown stated that the request is for a waiver of interest. The board has never approved such a request and it would be precedent setting. The Board agreed that the initial discussion is a non public discussion surrounding hardship.

2. Approval of Warrants

a. Employee Reimbursements - 01/29/2015 (\$11,679.28)

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

b. Accounts Payable - 01/29/2015 (\$1,511,019.22)

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

c. Wages – 01/29/2015 (\$145,537.06)

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

3. Weekly Meetings and Announcements

P. Band announced the board and committee meetings for the week of February 8, 2015 – February 14, 2015.

The 8th Annual Volunteer Appreciation Coffee will be held on March 7, 2015 from 9:00am – 11:00am at the Lawrence Barn Community Center.

4. Approval Public Minutes 01/26/15

MOVED by Vahrij Manoukian seconded by Frank Cadwell that the Selectmen approve the public minutes of Monday, January 26, 2015 as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 5-0-0.

5. Approval Non - Public Minutes 01/26/15

MOVED by Vahrij Manoukian seconded by Peter Band that the Selectmen approve the non public minutes of Monday, January 26, 2015 as submitted and keep them sealed. Voting in favor of the motion were Le Doux, Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 5-0-0.

NON-PUBLIC SESSION

MOVED by Vahrij Manoukian seconded by Peter Band that the Selectmen enter NON-public session in accordance with RSA 91-A:3-II (c) reputation and (d) acquisition, sale or lease of real property. Voting in favor of the motion were Le Doux, Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 5-0-0.

The Board entered non-public session at 7:18 PM.

CONCLUSION OF NON-PUBLIC SESSION

MOVED by Vahrij Manoukian seconded by David Petry that the Selectmen come out of NON public session in accordance with RSA 91-A:3-II (c) reputation and (d) acquisition, sale or lease of real property. Voting in favor of the motion were Le Doux, Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 5-0-0.

247 *MOVED by Vahrij Manoukian seconded by David Petry that the Selectmen seal the minutes of*
248 *the NON-public session in accordance with RSA 91-A:3-II (c) reputation and (d) acquisition, sale*
249 *or lease of real property. Voting in favor of the motion were Le Doux, Petry, Cadwell, Manoukian*
250 *and Band. No one was opposed. The motion PASSED 5-0-0.*

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252 The Board came out of non-public session and entered into public session at 7:36PM.

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254 **ADJOURNMENT:**

255 *MOVED by Vahrij Manoukian seconded by David Petry that the Selectmen adjourn. Voting in favor of*
256 *the motion were Le Doux, Petry, Cadwell, Manoukian and Band. No one was opposed. The motion*
257 *PASSED 5-0-0.*

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259 The Board adjourned at 7:36PM.

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261 Respectfully submitted,
262 Kimberly Dogherty, Asst. Town Administrator