

BOARD OF SELECTMEN'S MEETING

Selectmen present: Vahrij Manoukian, Frank Cadwell and Peter Band
Selectmen absent: Mark Le Doux, Chairman and David Petry, Vice Chairman
Staff present: Troy Brown, Town Administrator; James Sartell, Police Chief; Richard Mello, Police Lieutenant and Richard Bailey, Police Lieutenant.

COMMUNITY ROOM

Selectman Manoukian convened the August 10, 2015, Selectmen's meeting at 7:03 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. Mary Lou Ward, Constitution Week Proclamation**

Mary Lou Ward introduced Mary Pease, Marilyn Wehrle, Carol Miller and Carolyn Gargas as Members of the Daughters of the American Revolution (DAR). P. Band read the proclamation designating the week of September 17th through the 23rd as Constitution Week. This year marks the two hundred and twenty-eighth anniversary of the signing of the United States of America Constitution.

MOVED by Peter Band, seconded by Frank Cadwell that the Selectmen sign the proclamation for Constitution Week, as presented. Voting in favor of the motion were Manoukian, Cadwell and Band. No one was opposed. The motion PASSED 3-0-0.

Mary Lou Ward explained that part of their job as DAR members is to promote and educate citizens regarding the Constitution. The DAR provides materials to assist teachers in the classroom and also write press releases for the newspaper. Mary Lou Ward read a quote from Abraham Lincoln.

Mary Lou Ward thanked the Board for reading the proclamation and all of their services. The Board of Selectmen proudly took photographs with DAR members.

The Board thanked all DAR members for their efforts every year.

2. Venu Rao, Hollis / Brookline Rotary Club President**a. MedReturn Drug Collection Unit Donation (\$695.00)**

V. Manoukian introduced Venu Rao, Hollis Brookline Rotary Club Chairman, Police Chief James Sartell, Police Lieutenant Richard Mello and Police Lieutenant Richard Bailey. V. Manoukian thanked Lieutenant Mello for spearheading this effort.

V. Manoukian thanked the Hollis Brookline Rotary Club for their generous donation of a MedReturn Drug Collection Unit on behalf of the Board.

Lieutenant Richard Mello updated the Board on the Rape Assault Defense (RAD) program. The program was instituted about 18-24 months ago. Master Patrolman Richard Bergeron volunteered to be the instructor for the program and became certified. The police department struggled with funding the equipment for the program. R. Mello stated that many of the police department's community engagement programs lack funding. Officer Bergeron approached the Hollis Brookline Rotary Club for an equipment donation so that he could hold the program last year. The Hollis Brookline Rotary Club was very generous and funded the entire amount to purchase training materials and equipment for the program. Officer Bergeron has held three or four cycles of six week programs to over 50 Hollis residents. The program receives rave reviews from residents. The police department intends to continue offering this program free to all residents.

R. Mello stated that the police department has participated in The Drug Enforcement Administration (DEA) Drug Take back program for years. The program is being phased out and the last drug take back day will be held in September of 2015. R. Mello described the process of holding the biannual drug take back days. The department would normally receive around 70 pounds of drugs in a four hour period. He highlighted the need for this service (drug take back day) but again stated that the program is ending.

R. Mello explained that anyone can walk into the police station any day and drop off unused prescription drugs. He explained to the Board the process followed when someone drops off prescription drugs. Basically an officer must stop patrol, come to the station, take custody of the medication, type a report and log it into evidence. The evidence technicians then have to apply for a court order to dispose of an item.

The MedReturn Drug Collection Unit will provide a 24 hour a day year round drop off place to dispose of prescription drugs in the police station lobby. Residents will not need to see an officer or complete a report. The disposal process is anonymous. The program provides a service that will benefit the community and saves tax dollars.

R. Mello could not thank the Hollis Brookline Rotary Club enough for their extremely generous donation once again. This is the second generous donation from the Hollis Brookline Rotary Club in two years.

Chief Sartell agreed with R. Mello and thanked him for all of his effort spearheading this project. He added what a benefit the Drug Collection Unit will be to the community. The collection of unused prescription drugs is important for the safety of everyone. He also stated how successful the RAD program has been. Chief Sartell thanked the Hollis Brookline Rotary Club for another generous donation.

Lieutenant R. Bailey stated that Merrimack, New Hampshire is collecting approximately 40 pounds of drugs per week with the MedReturn Drug Collection Unit.

R. Mello still intends to hold the drug take back day in September. He explained the DEA approval process for installing a drug collection unit and also the safeguards that will be in place was installed. R. Mello stated that once the department receives DEA approval he will advertise the MedReturn Drug Collection Unit on the town website, department website, social media and a press release.

V. Rao thanked the Board of Selectmen for accepting the donation.

MOVED by Frank Cadwell seconded by Peter Band that the Selectmen accept a donation in the amount of \$695.00 from the Hollis Brookline Rotary Club for a MedReturn Drug Collection Unit. Voting in favor of the motion were Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 3-0-0.

b. Rotary Club Membership

Venu Rao, Hollis Brookline Rotary Club President gave a brief overview of the Hollis Brookline Rotary Club. The Club was formed in 1996 and since that time they have raised and donated \$500,000.00 to the community. The Rotary Club donates at least \$30,000.00 per year. The Rotary Club membership fee was reduced in 2015 from \$440 per year to \$240 per year. They also moved the Club meetings back to the Town Hall Community Room. The Rotary Club would like the Hollis Board of Selectmen, Brookline Board of Selectmen and SAU 41 to become members of the Rotary Club.

V. Rao requested the Town of Hollis to become a corporate member of the Hollis Brookline Rotary Club. The cost is \$240.00 per year and three members may be named from the organization to attend the meetings.

V. Manoukian stated that the Hollis Brookline Rotary Club will always serve the community and was in favor of the request. Board members were all in favor of joining as a corporate member.

MOVED by Frank Cadwell seconded by Peter Band that the Selectmen join the Hollis Brookline Rotary Club as a corporate member in the amount of \$240.00. Voting in favor of the motion were Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 3-0-0.

NEW /OLD BUSINESS

1. NRPC Membership

The Town received a letter from the Nashua Regional Planning Commission (NRPC) confirming the appointment of Robert Larmouth as a regional planning commission representative from Hollis. Hollis is entitled to have two representatives. NRPC is requesting Hollis to appoint another representative. The representative must be nominated by the Planning Board and appointed by the Board of Selectmen. T. Brown stated that he will contact the Planning Board and request that the topic is added to their next meeting agenda.

2. Pole License

a. Runnells Bridge Road - #1044/100Y-1

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the pole license #21-1197, dated 06/18/2015, as presented. Voting in favor of the motion were Manoukian, Cadwell and Band. No one was opposed. The motion PASSED 3-0-0.

b. Read Lane - #155/1

MOVED by Frank Cadwell, seconded by Peter Band that the Selectmen approve the pole license #21-1195, dated 06/22/2015, as presented. Voting in favor of the motion were Manoukian, Cadwell and Band. No one was opposed. The motion PASSED 3-0-0.

3. Committee Reports

Heritage Commission – V. Manoukian reported that the Heritage Commission is working on a new calendar for an upcoming fundraiser and everything is going well.

ADMINISTRATIVE BUSINESS**1. Assessing****Current Use Release & Land Use Change Tax (LUCT)**

MBLU	Owner	Location	Acres Removed	LUCT
003-008	Brandon Yarmo	40 Worcester Road	0.17	\$150.00
026-005-001	David & Darci Kovalchek	46 Nartoff Road	3.00	\$18,500.00
Total LUCT:				\$18,650.00

MOVED by Frank Cadwell seconded by Peter Band that the Selectmen sign and approve the Land Use Change Tax and Current Use Releases, as presented. Voting in favor of the motion were Manoukian, Cadwell and Band. No one was opposed. The motion PASSED 3-0-0.

Notice of Intent to Cut Wood or Timber

Operation#	MBLU	Owner	Location
15-223-07	017-004	Winnie Crouse	behind 131 Proctor Hill Road

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

2. Approval of Warrants**a. Employee Reimbursements - 07/28/2015 (\$3,449.75)**

Moved by Frank Cadwell seconded by Peter Band that the Selectmen approve the employee reimbursement warrant, as submitted. Voting in favor of the motion were Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 3-0-0.

b. Wages - 07/28/2015 (\$141,676.08)

Moved by Frank Cadwell seconded by Peter Band that the Selectmen approve the wages, as submitted. Voting in favor of the motion were Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 3-0-0.

c. Accounts Payable - 07/30/2015 (\$1,941,049.16)

Moved by Frank Cadwell seconded by Peter Band that the Selectmen approve the accounts payable warrant, as submitted. Voting in favor of the motion were Manoukian, Band and Cadwell. No one was opposed. The motion PASSED 3-0-0.

d. Bond Payment - 08/07/2015 (\$387,365.50)

Moved by Frank Cadwell seconded by Peter Band that the Selectmen approve the bond payment in the amount of \$387,365.50, as submitted. Voting in favor of the motion were Manoukian, Cadwell and Band. No one was opposed. The motion PASSED 3-0-0.

3. Approval Public Minutes 07/27/15

MOVED by Frank Cadwell seconded by Peter Band that the Selectmen approve the public minutes of Monday, July 27, 2015 as submitted. Voting in favor of the motion were Manoukian, Cadwell and Band. No one was opposed. The motion PASSED 3-0-0.

4. Weekly Meetings and Announcements

P. Band announced the board and committee meetings for the week of August 9, 2015 – August 15, 2015.

ADJOURNMENT:

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

The Board adjourned at 7:34PM.

Respectfully submitted,
Kimberly Dogherty, Asst. Town Administrator