

**BOARD OF SELECTMEN'S MEETING**

Selectmen present: Chairman Mark Le Doux, Vice Chairman David Petry, Peter Band and Paul Armstrong  
Selectmen absent: Frank Cadwell  
Staff present: John MacLean, Interim Town Administrator and Deborah Padykula, Finance Officer

**COMMUNITY ROOM**

Hollis Town Hall Community Room, located at 7 Monument Square, Hollis, New Hampshire.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**BUDGET COMMITTEE MEETING****1. 2<sup>nd</sup> Budget Committee Review of 2019 Budget**

*See Budget Committee Minutes, dated January 7, 2019.*

**NEW BUSINESS****1. Board of Selectmen Appointment, Paul Armstrong, term to expire 3/12/19 (Town Elections)**

*MOVED by David Petry, seconded by Peter Band that the Selectmen amend Paul Armstrong's term to expire on March 12, 2019. Voting in favor of the motion were Le Doux, Petry and Band. No one was opposed. P. Armstrong abstained. The motion PASSED 3-0-1.*

**2. Petition and Pole License****a. Pole License #21-1317 on Cobbett Lane**

*MOVED by David Petry, seconded by Mark Le Doux that the Selectmen approve pole license #21-1317 on Cobbett Lane. Voting in favor of the motion were Le Doux, Petry, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.*

**3. Selectmen Department and Committee Assignments**

The Board reviewed and modified the list of department and committee assignments to include Paul Armstrong as the alternate representative for DPW, Fire and the Joint Loss Management Committee. Selectman Armstrong will be the representative for the Hollis Seniors, with Selectmen Petry as the alternate representative. Selectman Armstrong will also be the representative for the Heritage Commission, with Selectmen Cadwell as the alternate representative. It was also noted that Peter Band is the representative for the Town Hall, with David Petry as the alternate representative.

<u>Departments</u>	<u>Representative</u>	<u>Alternate</u>
DPW	Frank Cadwell	Paul Armstrong
Fire	Peter Band	Paul Armstrong
Town Hall	Peter Band	David Petry
<u>Committee, Commissions, Boards</u>	<u>Representative</u>	<u>Alternate</u>
Heritage Commission	Paul Armstrong	Frank Cadwell
Joint Loss Management Committee	Mark Le Doux	Paul Armstrong
Seniors	Paul Armstrong	David Petry

**4. Employment Offer (Town Administrator)**

- a. Lori Radke has accepted the employment offer for the Town Administrator position for the Town of Hollis and will start on February 4, 2019. Lori is currently the Town Clerk in Bedford, NH. Chairman Le Doux invited her to attend the next Selectmen meeting. Chairman Le Doux

thanked John MacLean for serving as Interim Town Administrator.

**ADMINISTRATIVE BUSINESS****1. Assessing****NOTICE OF INTENT TO CUT WOOD OR TIMBER**

Operation #	MBLU	Owner	Location
18-223-21	008-001 & 008-002	Diane J Siteman Living Trust	53 North Pepperell Rd
18-223-22	008-001-001	Thomas W Cook Jr	73 North Pepperell Rd

*MOVED by Paul Armstrong seconded by David Petry that the Selectmen approve the Notice of Intent to Cut Wood or Timber for Operation #18-223-21 and #18-223-22, as submitted. Voting in favor of the motion were Le Doux, Petry, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.*

**2. Approval Warrants****a. Wages 12-13-18 (\$204,487.96)**

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

**b. Wages 12-13-18 (\$79,681.01)**

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

**c. Wages 12-27-18 (\$151,578.12)**

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

**d. Accounts Payable 12-13-18 (\$350,620.73)**

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

**e. Accounts Payable 12-15-18 (\$1,585,522.00)**

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

**f. Accounts Payable 12-27-18 (\$3,314,174.56)**

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

**g. Benefit Strategies 12-13-18 (\$7,913.92)**

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

**h. Benefit Strategies 12-27-18 (\$3,787.12)**

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

**i. Bond Payment 12-21-18 (\$112,612.50)**

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

**3. Approval Public Minutes 12-10-18**

MOVED by Mark Le Doux seconded by Paul Armstrong that the Selectmen approve the Public Minutes of Monday, December 10, 2018, as submitted. Voting in favor of the motion were Le Doux, Petry, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

**4. Approval Non Public Minutes 12-10-18**

MOVED by Mark Le Doux seconded by Paul Armstrong that the Selectmen approve the Non Public Minutes of Monday, December 10, 2018, and keep them sealed. Voting in favor of the motion were Le Doux, Petry, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

**5. Weekly Meetings & Announcements**

The weekly meetings were announced for January 6, 2019-January 12, 2019.

**6. Other**

P. Band stated the Manoukian family is in favor of the idea of a new flag pole, plaque and lighting on the common. He also suggested the idea of creating a scholarship, in his honor. A warrant article may be required to create a revolving fund for the scholarship. Chairman Le Doux suggested discussing the scholarship at Town Meeting and would like to obtain pricing for a new flag pole, plaque and lighting, which would be approximately \$10,000.

MOVED by David Petry seconded by Peter Band that the Selectmen allocated up to \$10,000 from the facility expenditure trust fund for the purchase of a new flag pole, plaque and lighting in honor of Dr. Manoukian. Voting in favor of the motion were Le Doux, Petry, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

The regulations for building rights were limited to four per developer per year which was rectified at the 2018 Town Meeting, so there is no longer restrictions on the amount of building rights a developer can possess. The Planning Board currently requests a phased approach from developers in order to manage projects more efficiently. It was noted that building permits have expiration dates to alleviate an abundance of construction within a short timeframe.

**NON-PUBLIC SESSION**

MOVED by Peter Band, seconded by Paul Armstrong that the Selectmen enter NON-public session in accordance with RSA 91-A:3 II (a) personnel and RSA 91-A:3 II (c) reputation. Voting

146 *in favor of the motion were Le Doux, Petry, Band and Armstrong. No one was opposed. The*  
147 *motion PASSED 4-0-0.*  
148

149 The Board entered non-public session at 8:17 PM.  
150

151 **CONCLUSION OF NON-PUBLIC SESSION**

152 *MOVED by Mark LeDoux seconded by Peter Band that the Selectmen come out of NON-public*  
153 *session in accordance with RSA 91-A:3 II (a) personnel and RSA 91-A:3-II (c) reputation. Voting*  
154 *in favor of the motion were Le Doux, Petry, Band and Armstrong. No one was opposed. The*  
155 *motion PASSED 4-0-0.*  
156

157 *MOVED by Mark LeDoux seconded by Peter Band that the Selectmen seal the minutes of the*  
158 *NON-public session in accordance with RSA 91-A:3 II (a) personnel and RSA 91-A:3-II (c)*  
159 *reputation. Voting in favor of the motion were Le Doux, Petry, Band and Armstrong. No one was*  
160 *opposed. The motion PASSED 4-0-0.*  
161

162 The Board came out of non-public session and entered into public session at 8:35PM.  
163

164 **ADJOURNMENT**

165 The Board adjourned at 8:35PM.  
166

167 Respectfully Submitted,  
168 Christine Herrera, Assistant Town Administrator