

**BOARD OF SELECT BOARD'S MEETING**

Select Board present: Chairman Mark Le Doux, David Petry, Peter Band, Frank Cadwell and Susan Benz

Select Board absent: None

Staff present: Lori Radke, Town Administrator, Todd Croteau, DPW Director, Joe Hoebeke, Police Chief and Bill Moseley, Camera Operator

**COMMUNITY ROOM**

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**RECOGNITION**

**1. Hollis Police Department**

**a. Promotion of Lieutenant Brendan LaFlamme to Captain**

Joe Hoebeke, Police Chief recognized Mr. LaFlamme, stating that Brendan has served in the law enforcement profession for more than 19 years, beginning his career with the Jaffrey Police Department in 2000. He attended and graduated from the 122<sup>nd</sup> session of the New Hampshire Police Academy.

In May 2004 Brendan returned to work in his hometown of Hollis, where he served in almost every role within the agency including patrol officer, Detective, Prosecutor, Patrol Sergeant and Lieutenant. Brendan is a graduate of the University of Massachusetts at Lowell, having earned a Bachelor Degree in Criminal Justice, magna cum laude.

Chief Hoebeke expressed his gratitude and respect for Brendan, stating “...*there is nothing more rewarding and gratifying for me than to promote someone like you to a higher rank.*”

Chairman Le Doux presided over the Oath of Office where Brendan’s wife Jen, performed the pinning ceremony. Brendan was congratulated by his fellow peers, family and constituents as well as the Select Board and community.

Brendan thanked the staff, Select Board and Chief for the acknowledgement and support.

**NEW BUSINESS**

**1. Resignation(s)**

**a. Dianne West, Records Clerk, Hollis Police Department, effective 4/30/19**

Chairman Le Doux acknowledged and thanked Dianne West for her many years of service with the Town of Hollis and wished her well on her future endeavors. Dianne has been the Records Clerk at the Hollis Police Department for the past 35 years.

**b. Donna Duffy, Old Home Days Committee**

Chairman Le Doux acknowledged and thanked Donna Duffy for her service on the Old Home Days Committee and wished her well in her future endeavors.

**2. Tax Deed Information**

Camila Devlin, Tax Collector/Deputy Finance Officer presented a summarized list consisting of eight properties with outstanding tax liens from 2016. Historically, the Select Board has waived tax deeds, with the exception of a few small parcels that were either unbuildable or wetlands. Ms. Devlin

discussed the financial impact for the town, should the board chose to deed four vacant properties that do have houses, but are vacant. The total outstanding tax balance as of 4/18/19 for four properties is \$193,775.51, which is equivalent to 1.7% of the Town of Hollis 2019 Operating Budget.

It was undetermined as to why these properties were so delinquent, although the town makes every effort to track down the property owners and the nearest living relatives. It is unknown whether the owners relocated or passed away, etc.

C. Devlin explained that if a tax lien is implemented, the town would receive payment as part of the mortgage process.

The Board shared some concerns regarding the liability they could potentially inherit from Map 001, Lot 001 from a hazardous waste and the physical condition of the parcel standpoint. C. Devlin explained for that particular property, it may be best to waive the deed and revisit in six months, explaining that the Board has the option to do an environmental investigation on a property prior to deeding.

P. Band and S. Benz stated that they would like to check with counsel prior to making a decision. C. Devlin explained that every part of the process is specifically addressed through RSA's and staff thoroughly reviews all associated files of a property to ensure the town is compliant.

C. Devlin provided and thoroughly explained the three most common property sales scenarios, with the corresponding anticipated proceeds that would be retained by the town upon the sale of each property. It was noted that the numbers provided did not account for unknown costs that will be recouped in the sale of the property including insurance and attorney fees.

M. Le Doux stressed the point that these parcels are clearly abandoned.

*MOVED by Mark Le Doux seconded by David Petry that the Select Board approve deeding 19 Farley Rd (038-043), 1 Nevins Rd (043-078) and 8 Van Dyke Rd (019-069), as presented with review by counsel. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

It was explained that deeded properties would be included on a warrant article and voted on at Town Meeting to determine when and how the Select Board would dispose of the parcels. M. Le Doux directed C. Devlin to continue to monitor the other properties on the list.

The Select Board will need to waive the deeds for the remaining five properties.

### 3. Howe Fields-Agricultural Land Easement Application

#### a. Delegation of Signature Authority

*MOVED by Mark Le Doux seconded by David Petry that the Select Board authorize Lori Radke, Town Administrator and Rachael Gosselin, Finance Officer to sign all documents needed to complete the National Resources Conservation Service (NRCS) Agricultural Land Easement on L&H Farm, as presented. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

#### b. Update-Town Administrator

Lori Radke, Town Administrator provided an update on the grant associated with the Howe property purchase, which was passed at Town Meeting earlier this year. The first part of the process is to apply for the grant, which the town should know if it is approved by August 2019. The second part of the process is to submit additional documentation, including the conservation easement paperwork, but only if the Town is approved for the grant. L. Radke will distribute the documents to the members of the board, for their review.

F. Cadwell stated that some of the initial documents restricted the rights of the town, which was not in the town's best interest. The board reiterated the importance of having the documents reviewed by town counsel.

#### 4. Memorial Day Ceremony

##### a. Select Board Representation

D. Petry agreed to speak at the Memorial Day Ceremony, on behalf of the Select Board. S. Benz agreed to be David's back, if need be.

##### b. Flay Pole/Dedication

Although the new pole may not arrive in time for this year's ceremony, there will be a new flag for the current pole as well as a plaque dedicated to Vahrij Manoukian. P. Band shared that the Manoukian family would like to place a granite bench at the common in memory of Vahrij. Although the exact location of the proposed bench has not been determined, it was suggested to keep it mind as the new flag pole gets installed. The Board suggested that the pole be ordered as soon as possible so it could be installed in time for the ceremony.

#### 5. Special License

##### a. Veterans Count/Easterseals, NH, Inc. Bicycle Charity Ride, June 1, 2019 11AM-3PM

*MOVED by David Petry seconded by Susan Benz that the Select Board approve the Special License for Veterans Count/Easterseals, NH, Inc. bicycle charity ride on June 1, 2019 from 11AM to 3PM. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

#### 6. Appointment(s)

##### a. Jane Edmunds, Trails Committee, Promoted to Regular Member (term exp. 4/30/21)

*MOVED by Mark Le Doux seconded by Peter Band that the Select Board approve the appointment of Jane Edmunds to the Trails Committee as a Regular Member, with a term expiration date of 4/30/21. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

##### b. Harriet "Pixie" Frank, Trails Committee, Promoted to Regular Member (term exp. 4/30/20)

*MOVED by Mark Le Doux seconded by Peter Band that the Select Board approve the appointment of Harriet "Pixie" Frank to the Trails Committee as a Regular Member, with a term expiration date of 4/30/20. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

#### OLD BUSINESS

##### 1. Department of Public Works (DPW) Director's Report

##### a. Update: Vegetative Screening at Public Works Facility

The Board agreed to plan some vegetation on the berm, which is on town property in attempt to provide screening between the DPW facility and the neighboring property. Members of the Select Board did a site visit to the location. P. Band spoke with the abutting home owner about the concerns. P. Band suggested planting 18" white pines, based on a conversation with Craig Birch, who also offered to help with the planting. The homeowner requested a letter of intent from the town. However, it was agreed that the meeting minutes would suffice. P. Band will follow up with the homeowner to let him know the status of the project.

## ADMINISTRATIVE BUSINESS

### 1. Assessing Work

#### 2018 ABATEMENTS

These are all property value based Abatements.

Case #	MBLU	Owner	Location	Amount to be Abated
2018-010	036-007	Bottomley Family 2001 RT	1 Roberts Way	\$1018.00
2018-011	009-005-001	Longtin & Hsu Revoc Trusts	60 Dow Rd	\$1034.00
2018-014	020-025	292 Broad St Family Realty Trust	292 Broad St	\$479.00
2018-015	062-014	Floyd, Wehr, & Fogelman	120-1 Silver Lake Rd	\$182.00
2018-016	050-029	Bernice Lopez-Stanizzi Revoc Trust	44 Main St	\$1023.00
2018-017	020-062-002	Todd & Beth DeRego	14 Snow Ln	\$996.00
2018-018	042-011	Stewart & Jennifer Tardif	77+77A Mooar Hill Rd	\$882.00
2018-019	012-012	Peter Zemeck & Katherine McConnell	39 Ridge Rd	\$115.00
2018-020	014-058	Robbins Family Rev Living Trust Agmt	10 French Mill Rd	\$171.00
2018-021	005-009-001	Prakash & Varma	South Depot Rd	\$841.00
2018-022	008-060	Jeffrey Spaulding Rev Tr & Townsend	16+18 Bell Ln	\$217.00
2018-025	061-018	Bunny Mikulas	16 Silver Hill Park	\$115.00
2018-027	037-012	Rock Revocable Trusts	50 Shattuck Ln	\$483.00
TOTAL ABATED:				\$7556.00
(Does not include interest to be paid)				

*MOVED by David Petry seconded by Peter Band that the Select Board approve the 2018 Abatements for Case #2018-010, 2018-011, 2018-014, 2018-015, 2018-016, 2018-017, 2018-018, 2018-019, 2018-020, 2018-021, 2018-022, 2018-025 and 2018-027, as submitted. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

Case #	MBLU	Owner	Location	Reason
2018-013	032-042	Michael & Susan Homola	15 Mendelssohn Dr	No Basis found.

*MOVED by David Petry seconded by Frank Cadwell that the Select Board deny the 2018 Abatement for Case #2018-013, as submitted. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

#### CURRENT USE RELEASE AND LAND USE CHANGE TAX

MBLU	Owner	Location	Acres Removed	LUCT
025-004-004	Glendale Homes Inc.	Pine Hill Rd	2.48	\$17,500

036-004	Susan & Raymond Martino	Woodmont Drive	5.26	\$28,500
038-032-001	Katie & Marten Vandervelde	336 Wheeler Rd	0.36	\$360
TOTAL LUCT TO BE COLLECTED:				\$46,360

*MOVED by David Petry seconded by Susan Benz that the Select Board approve the Current Use Release & Land Use Change Tax (LUCT) for MBLU #025-004-004, 036-004 and 038-032-001, as submitted. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

#### REPORT OF WOOD OR TIMBER CUT

Operation #	MBLU	Owner	Timber Tax Levy
18-223-10	041-024	Hollis Town Forest	\$0.00 (None Cut)

*MOVED by David Petry seconded by Mark Le Doux that the Select Board approve the Report of Wood or Timber Cut for Operation #18-223-10, as submitted. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

#### NOTICE OF INTENT TO CUT WOOD OR TIMBER

Operation #	MBLU	Owner	Location
19-223-04	002-031	BRM Revocable Trust	199 Ridge Rd
19-223-05	015-071-008	8 Lone Pine Lane LLC	Lone Pine Ln

*MOVED by David Petry seconded by Susan Benz that the Select Board approve the Notice of Intent to Cut Wood or Timber for Operations #19-223-04 and #19-223-05, as submitted. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

#### 1. Approval of Warrants

##### a. Wages 04/04/19 (\$148,414.95)

*MOVED by Frank Cadwell seconded by David Petry that the Select Board approve the Wages, as submitted. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

##### b. Accounts Payable 04/04/19 (\$184,044.36)

*MOVED by Frank Cadwell, seconded by David Petry that the Select Board approve the Accounts Payable, as submitted. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

##### c. Benefit Strategies 04/04/19 (\$5,966.62)

*MOVED by Frank Cadwell, seconded by David Petry that the Select Board approve the Benefit Strategies, as submitted. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

#### 2. Approval of Public Minutes 03/25/19

*MOVED by Peter Band seconded by David Petry that the Select Board approve the Public Minutes of Monday, March 25, 2019, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell and Band. S. Benz abstained. The motion PASSED 4-0-1.*

**3. Approval of Non Public Minutes 03/25/19**

*MOVED by David Petry seconded by Mark Le Doux that the Select Board approve the Non Public Minutes of Monday, March 25, 2019, and keep them sealed. Voting in favor of the motion were Le Doux, Petry, Cadwell and Band. S. Benz abstained. The motion PASSED 4-0-1.*

**4. Weekly Meetings & Announcements**

The weekly meetings were announced for April 7, 2019-April 13, 2019.

The next Select Board meeting will be April 22, 2019.

There will be an Eagle Scouts presentation for Timothy Belanger and Justin Livezey on Saturday, May 4, 2019 from 1:00PM-3:00PM at the Lawrence Barn Community Center.

The Household Hazardous Waste Collection will take place on Saturday, April 20, 2019 from 8AM-12PM at the Nashua Public Works Garage, located at 9 Stadium Drive in Nashua.

**5. Other**

Joe Garruba, resident provided public comment on Pennichuck Water Works. J. Garruba requested information about the extension to the water system for Pennichuck Water Works towards Runnells Bridge Road. D. Petry stated that there should already be an agreement in place for Hollis Depot. J. Garruba has been researching the cost of developments. He requested permission to interact with the town engineer regarding bonding for developments. M. Le Doux explained that the Planning Board require bonding of certain improvements, which is usually 10% of the cost. The Planning Board will typically request that information from a town engineer. The information is generally not provided to a private resident who is not an abutter or the applicant. Although J. Garruba has the right to the information, he wouldn't receive it prior to the Planning Board.

D. Petry felt his request was out of sequence and protocol, explaining that the process goes through the Planning Board. It was suggested that his concerns be presented to the Planning Board.

**ADJOURNMENT**

*MOVED by Peter Band, seconded by Susan Benz that the Select Board adjourn the meeting. Voting in favor of the motion Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.*

The Board adjourned at 8:13PM.

Respectfully Submitted,  
Christine Herrera, Assistant Town Administrator