

BOARD OF SELECT BOARD'S MEETING

Select Board present: Vice Chair David Petry, Chairman Mark Le Doux (via teleconference), 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, Bill Moseley and Paul Armstrong, Camera Operators

COMMUNITY ROOM

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENT

Janet Hicks (16 N. Pepperell Road) expressed her concerns with damage of dirt roads and personal property. Her comments include plowing of virgin soil and creating cutouts creating erosion around trees, cutting into banks, ripping up and exposing tree roots and undermining historic stonewalls, eventually causing collapse of the walls. J. Hicks stated that crushed stone, used by the town, is on homeowner's lawns and road banks, adding that the grader had widened the dirt roads and destroyed abutting property owner's frontage. She felt it has also affected the water drainage, which could cause bodily harm and serious damage to vehicles. Ms. Hicks went on to explain that she spoke with the DPW Director, but learned that the severity of the additional damage was done when the road was regraded. She commented about an interaction she had with a DPW employee when she tried to show him the damage that was done to her property.

Ms. Hicks felt the newer residents in town did not understand that the roads were not being properly maintained and felt that paving the roads were not the answer. The dirt roads make the town beautiful and coincide with its rural, historic character.

J. Hicks requested that the soils on her property be replaced back to the original state, embankments repaired and the slopes corrected. She invited the Select Board to visit her property to view the damage. She would like to hear back from the Select Board regarding a restoration plan for her property and asked to be placed on the agenda for May 13th.

Vice Chair Petry thanked her for her comments and would like to resolve the issue prior to the next meeting, if possible.

NEW BUSINESS**1. Resignation(s)****a. Donald Cole, Fire Fighter, Hollis Fire Department, effective 4/26/19**

MOVED by Susan Benz seconded by Frank Cadwell that the Select Board accept the resignation of Donald Cole, Fire Fighter for the Hollis Fire Department, effective 4/26/19. 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. Timothy Fournier, Fire Fighter, Hollis Fire Department, effective 4/26/19

MOVED by Susan Benz seconded by Frank Cadwell that the Select Board accept the resignation of Timothy Fournier, Fire Fighter for the Hollis Fire Department, effective 4/26/19. 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. Appointment(s)**a. Douglas Sattler, Trails Committee, Alternate Member (term exp. 4/30/20)**

MOVED by Mark Le Doux seconded by Peter Band that the Select Board approve the appointment of Douglas Sattler to the Trails Committee as an Alternate 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.

b. Eric McIntyre, Trails Committee, Alternate Member (term exp. 4/30/21)

Eric has lived in Hollis for about 22 years. He often uses the trails for hiking, walking, and snowmobiling. He is an active member of the Brookline Icebreakers Snow Mobile Club.

The Select Board welcomed and thanked Eric for his willingness to serve on the Trails Committee.

MOVED by Mark Le Doux seconded by Peter Band that the Select Board approve the appointment of Eric McIntyre to the Trails Committee as an Alternate 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.

c. Amos White, Trails Committee, Alternate Member (term exp. 4/30/22)

Amos has been a resident in Hollis since the 1980's, leaving for some time to reside in Nashua, but returning to Hollis. He has been active in the town trails and snow mobile clubs for about 15 years.

The Select Board welcomed and thanked Amos for his willingness to serve on the Trails Committee.

MOVED by Mark Le Doux seconded by Peter Band that the Select Board approve the appointment of Amos White to the Trails Committee as an Alternate Member, with a term expiration date of 4/30/22. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.

Sherry Wyskiel, Trails Committee Chair spoke to Chief Towne about camp fires, since the remains of them were found over the weekend. S. Wyskiel relayed that there is \$1,000 fine for camp fires. It was suggested that signage be installed indicating the fine for camp fires.

3. Budget Transfer \$21,000 from Contingency Fund to Cemetery Grounds Maintenance

The Cemetery Trustees noticed a Request for Proposal (RFP) for cemetery ground maintenance. Since the initial vendor who provided a bid proposal was no longer in business, the Trustees chose to move forward with the second vendor/bid. The initial vendor honored the prior year quote for services, however the second vendor had a higher bid proposal. The Cemetery Trustees secured the contract with the second vendor and since the bid was higher, need to request a budget transfer from the Contingency Fund to the Cemetery Grounds Maintenance Fund. The Board discussed utilizing the DPW to provide ground maintenance for cemeteries for next year.

S. Benz asked why the contract had been executed prior to having the funds allocated for the services. D. Petry agreed and asked the same question to the trustees, however a clear response was not provided. It was suggested that the dates of the contract be adjusted so that it coincides with the budget season. D. Petry commented that it would also make sense to have one contract for both the town and the cemeteries oppose to

two separate contracts with two separate vendors. Or, another option would be for the town to perform those services.

MOVED by Frank Cadwell seconded by Susan Benz that the Select Board approve transferring \$21,000 from Contingency Fund to the Cemetery Grounds Maintenance Fund. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.

There is currently no Select Board representative assigned to the Cemetery Trustees, which the Board will discuss at the next meeting on May 13, 2019.

4. Recreation Commission – Preliminary Fields Update

Recreation Chair, Dave Belanger, Agricultural Commission Chair, Mark Post, Recreation Director Brian Bumpus and Agricultural Commission member Dan Harmon were asked to sit at the table for the discussion.

D. Belanger stated that there are three potential recreational field options. One location is the Hollis Brookline High School, one is the Department of Public Works (DPW) and one is the Stefanowicz property. As far as the Stefanowicz property goes, the recreation commission wanted to ensure there was adequate space at the Stefanowicz property if the Hollis Area Equestrians chose to move the horse ring to that location, so D. Belanger requested a meeting with the Equestrians to see if that was an option. Additionally, he has scheduled a meeting with the Conservation Commission to review the three possible locations. He then planned to meet with several groups, hold applicable public hearings, and then bring a recommendation to the Select Board.

P. Band stated that he thought the deed for the horse ring location included language that it could only be used for that purpose. It would need to be determined if there are any restrictions on the current property.

It was clarified that the Select Board would like the Recreation Commission to choose three possible locations with preliminary costs, to bring before them with a recommendation. It was further clarified that the Select Board would hold any public hearings for this matter and not the Recreation Commission. D. Petry suggested utilizing Dennis Lombard, Town Engineer that works closely with the Planning Board and could possibly review plans and provide estimated costs.

M. Post stated that his concern is that the Stefanowicz property is currently flooded.

Another concern from the Board is the intended use for the Stefanowicz property. Although recreational use was included as an option in the language of the warrant article, the emphasis revolved around agriculture and conservation, when presented to the residents, which is why it passed at Town Meeting several years ago, in D. Petry's opinion.

The Select Board reviewed the plans for the DPW property. D. Petry reiterated that the Select Board should hold any public hearing and that all location options need to be thoroughly vetted. D. Petry would like the Recreation Commission to provide an update to the Select Board on a monthly basis. He would like to have the options provided by August, so the Board can make a decision and move forward.

It was agreed that D. Belanger will attend the Select Board meeting in June with a status update.

5. Agricultural Commission – Stefanowicz Property 25 year lease (Mark Post)

Mark Post, Agricultural Commission Chair reported that the current two year lease will expire on October 31, 2020. The property needs to be a long term lease due to the amount of investments associated with farming the

land. The bidding process for this type of lease can take up to one year, so he would like to look at whatever portions of the property to be leased and plan to prepare the lease process around the end of summer or August timeframe.

6. Memorandum of Understanding - Equipment Operator/Mechanic Job Description

Todd Croteau, DPW Director stated that the position was discussed back in November. The Town now has a Memorandum of Understanding (MOU) with AFSCME Council 93, Local 1801 and is ready to post the position. The position was expanded upon to include more of a mechanic role than an operator role. The position was discussed and approved by AFSCME Council 93, Local 1801. The position will be posted tomorrow.

MOVED by Peter Band seconded by Susan Benz that the Select Board approve the Memorandum of Understanding for the Equipment Operator/Mechanic position, 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.

7. Appointment to the Nashua Regional Solid Waste Management District (NRSWMD)

Todd Croteau, DPW Director explained that this group primarily deals with the hazardous household waste disposal. The appointment has historically been the DPW Director as the primary member and the Transfer Station Manager as the alternate.

MOVED by Mark Le Doux seconded by Susan Benz that the Select Board approve the appointment of Todd Croteau to the Nashua Regional Solid Waste Management District and Joan Cudworth as the alternate. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.

8. Permission for documentary filming (Pine Hill Cemetery)

Janelle Morrissey with Honor the Promise Productions requested permission to film a segment of a documentary that is being produced at the Pine Hill Cemetery and Monson Village. The focus would be on the Abel Blood gravesite and the history and theories concerning Monson Village back in the 1700's. They would like to film on Saturday, May 18th, weather permitting. There would be approximately 12-15 team members, including 3 film operators and should take about 3-4 hours. People would not be included in the film. They would not need any additional police detail.

Sgt. LaFlamme questioned whether the gravestone for Abel Blood was still at the cemetery since it was previously vandalized and since removed. When asked, he stated that they do encounter issues with trespassing at the cemetery. In this case, since they are aware of the date and timeframe of the filming, police detail could be provided accordingly.

D. Petry explained that in the past there had been a filming of the cemetery with the indication that it was haunted, specifically on Halloween Eve. As a result, there was trespassing and destruction of property which upset many residents. He felt that allowing filming would perpetuate it again.

Sgt. LaFlamme stated that there is a detail at that location every Halloween to monitor the area.

MOVED by Mark Le Doux seconded by Frank Cadwell that the Select Board grant permission to Honor the Promise Productions to film at Pine Hill Cemetery and Monson Village. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.

9. Special License**a. American Cancer Society, Bike Ride, June 9, 2019 7:30AM-4:30PM**

MOVED by Mark Le Doux seconded by Susan Benz that the Select Board approve the Special License for American Cancer Society Bike Ride on June 9, 2019 from 7:30AM-4:30PM. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.

10. Event Specific Sign Permit Approval on Town Property (Mark Post)**a. Hollis Conservation Commission (4/24/19-5/4/19)**

MOVED by Frank Cadwell seconded by Susan Benz that the Select Board approve the Event Specific Sign Permit for the Hollis Conservation Commission. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.

11. Tax Collector**a. Affidavit of Execution of Real Estate Tax Lien RSA 80:61**

MOVED by Mark Le Doux seconded by Frank Cadwell that the Select Board sign and approve the Affidavit of Execution of Real Estate Tax Lien, per RSA 80:61. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.

12. Department of Revenue Administration Reports – Select Board Signatures**a. Town Meeting Minutes**

D. Petry commented that he would like to see the minutes expanded more to include the discussions that took place from public input, stating that there is not much detail in the minutes. He would like to look into getting the minutes amended to include more details. The Select Board signed the Town Meeting minutes, as presented.

b. Report of Appropriations (MS-232)

MOVED by Mark Le Doux seconded by Peter Band that the Select Board accept and execute the Report of Appropriations (MS 232), 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.

13. Timber Sale Agreement (Proctor Hill Forestry & Logging, LLC)

MOVED by Mark Le Doux seconded by Peter Band that the Select Board approve the Timber Sale Agreement between the Town of Hollis and Proctor Hill Forestry & Logging, L.L.C., 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.

OLD BUSINESS**1. Signature of Tax Deeds (action previously taken by Select Board on 4/8/19)**

The Select Board signed the Tax Deeds that were acted upon at the previous meeting, held on April 8, 2019.

2. Eagle Scout Presentation – Select Board Presenter

The ceremony will take place on May 4, 2019 from 1:00PM-3:00PM at the Lawrence Barn Community Center. On behalf of the Select Board, D. Petry will present the certificates to Timothy Belanger and Justin Livezey.

ADMINISTRATIVE BUSINESS**1. Assessing Work****REPORT OF WOOD OR TIMBER CUT**

Operation #	MBLU	Owner	Timber Tax Levy
18-223-21	008-001 & 008-002	Diane Siteman Revoc Trust	\$0.00
18-223-22	008-001-001	Thomas W Cook Jr	\$0.00

MOVED by Frank Cadwell seconded by Susan Benz that the Select Board approve the Report of Wood or Timber Cut for Operations 18-223-21 and 18-223-22, 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 EXCAVATION

Operation #	MBLU	Owner	Gravel Tax Levy
18-223-02E	009-048	Douglas A Orde	\$14.34

MOVED by Frank Cadwell seconded by Susan Benz that the Select Board approve the Report of Excavation for Operations 18-223-02E, 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
19-223-06	008-001 & 008-002	Diane Siteman Revoc Trust	North Pepperell Rd
19-223-07	008-001-001	Thomas W Cook Jr	North Pepperell Rd
19-223-08	046-051	Town of Hollis – L. Siergiewicz Farm	Mooar Hill Rd

MOVED by Frank Cadwell seconded by Susan Benz that the Select Board approve the Notice of Intent to Cut Wood or Timber for Operations 19-223-06, 19-223-07 and 19-223-08, 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 APPLICATIONS

MBLU	Owner	Location	Acres to be enrolled
028-047	Ann H. Gavin	Rocky Pond Rd	3.24
045-010	Terry S. Phillips Revoc Trust	22 Fox Den Road	19.00
TOTAL ACRES TO BE ENROLLED			22.24

MOVED by Frank Cadwell seconded by Susan Benz that the Select Board approve the Current Use Applications for MBLU 028-047 and 045-010, 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
025-004-001	Richard & Linda Lovering	Pine Hill Rd	3.85	\$18,500
029-042	Robert J & Ellice Condon	101 Federal Hill Rd	3.92	\$3600
TOTAL LUCT TO BE COLLECTED:				\$22,100

MOVED by Frank Cadwell seconded by Susan Benz that the Select Board approve the Current Use Release and Land Use Change Tax for MBLU 025-004-001 and 029-042, 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.

2018 ABATEMENTS

Case #	MBLU	Owner	Location	Amount to be Abated
2018-009A	052-018	Belanger Family Revocable Trust	17-19 Proctor Hill Rd	\$1578.00
2018-009B	052-018-A	Belanger Family Revocable Trust	21 Proctor Hill Rd	\$1170.00
TOTAL TO BE ABATED:				\$2748.00

MOVED by Frank Cadwell seconded by Susan Benz that the Select Board approve the 2018 Abatements for Case # 2018-009A and 2018-009B, 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 Warrants

a. Wages 04/18/19 (\$220,658.84)

MOVED by Peter Band seconded by Frank Cadwell 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. Wages 04/18/19 (\$147.00)

MOVED by Peter Band seconded by Frank Cadwell 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.

c. Accounts Payable 04/18/19 (\$628,390.74)

MOVED by Peter Band, seconded by Frank Cadwell 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.

d. Benefit Strategies 04/18/19 (\$6,066.62)

MOVED by Peter Band, seconded by Frank Cadwell 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.

3. Approval of Public Minutes 04/08/19

MOVED by Susan Benz seconded by Frank Cadwell that the Select Board approve the Public Minutes of Monday, April 8, 2019, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell, Band and Benz. No one was opposed. The motion PASSED 5-0-0.

4. Weekly Meetings & Announcements

The weekly meetings were announced for April 21, 2019-April 27, 2019.

The next Select Board meeting will be May 13, 2019.

The Wild and Scenic celebration will take place on Sunday, April 28, 2019 from 1PM-3PM at the Bill

Ashe Visitor Center Pavilion, Oxbow National Wildlife Refuge, located at 80 Hospital Road in Devens, MA.

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 Hollis Conservation Commission will hold their annual roadside clean up on Saturday, May 4, 2019 from 8AM-2PM. Plan to meet at the Hollis Transfer Station, located at 10 Rocky Pond Road.

There will be a Rabies Clinic at the Town Clerk's Office on May 4, 2019 from 9:00AM-11:00AM. Licensing for pets can be done at that time.

Coffee with a Cop and Drug Take back will be held on April 27, 2019 at the Hollis Pharmacy from 10:00AM-2:00PM.

NON PUBLIC SESSION

1. RSA 91-A:3-II (a) Personnel

MOVED by Susan Benz, seconded by Frank Cadwell that the Select Board enter Non-Public Session in accordance with RSA 91-A:3 II (a) Personnel. 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 entered non-public session at 8:20 PM.

CONCLUSION OF NON-PUBLIC SESSION

MOVED by Frank Cadwell seconded by Peter Band that the Selectmen come out of NON-public session in accordance with RSA 91-A:3-II (a) Personnel. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell. Benz. No one was opposed. The motion PASSED 5-0-0.

MOVED by Frank Cadwell seconded by Peter Band that the Selectmen seal the minutes of the NON-public session in accordance with RSA 91-A:3 II (a) Personnel. Voting in favor of the motion were Le Doux, Petry, Band, Cadwell and Benz. No one was opposed. The motion PASSED 5-0-0.

The Board came out of non-public session at 9:15 PM.

ADJOURNMENT

MOVED by Frank Cadwell, seconded by Peter Band 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 9:15PM.

Respectfully Submitted,

Christine Herrera, Assistant Town Administrator