

Document Search Instructions

Property Files (closed Building Permits, Septic, Site, Subdivision files, Zoning & Historic district cases)

- From Home tab, on right side enter address or street name in Address box then press enter
- Click on file to view on right (if you double Click to view file – click Retrieve tab to return to list of documents)
- Right click on document view to choose Zoom level
- Files can be sorted by clicking column headers
- On left side can click Action then Save a Copy or Print
- Click Home tab to search for a different address or street

Simple Search

- At the top, type search term and press Enter or Search button
- Files containing these words are listed on the bottom and can be sorted by clicking column headers
- Double click a file to view it, Single click shows a preview screen on right side

Minutes Folders

- On the left, there should be a column containing Folders and Meeting Minutes (if you do not see this column click on the yellow triangle on the left side)
- Click on the triangle to expand the list showing all committees and click on one to show list of files on bottom
- Double click a file to view it, Single click shows a preview screen on right side
- To search for word within these minutes use the Text section in the middle of the screen and click the Search button below it on the right
- (to search for an address use double quotes, ex. "25 main")
- Use the Clear button on the right top of the file list to clear all search selections

docStar

HomeRetrieveCaptureWorkflowAdmin

Search

Inboxes

Default

Folders

Meeting Minute

Agricultural

Budget Com

Cable Advis

Historic Dist

Planning Bo.

Selectmen

Alerts

Workflows (1)

Approvals

Items & Locations

Show: ☒ Folders ☐ Inboxes ☒ Documents

Look In: Selectmen

Content Type:

Predefined Search: ☒ All ☐ Alerts ☐ Workflows ☐ Approvals

Search Fields

Text

Word / Phrase: budget

Suggested Vocabulary:

ClearSearch

Actions

Limit: 25

-- New --

ClearSearch

	Edit	Type	Title	Document Type	Year	Topic	Meeting Date	Created On
<input checked="" type="checkbox"/>			Selectmen 1997	Meeting Minutes	1997	June		2/8/2017 10:25:31 AM
<input type="checkbox"/>			Selectmen 1997	Meeting Minutes	1997	February		2/8/2017 10:25:31 AM

Actions

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HOLLIS BOARD OF SELECTMEN

MINUTES OF MEETING

June 2, 1997

Present Eleanor H. Whittemore, David Golden, Thomas Janburd

Meeting convened at 7:00 P.M.

Carolyn Gargano came in to update the Selectmen on activities scheduled for the Old Home Days event. Carolyn wanted to know what budget the police and DPW are to take their expenses. Selectmen said it would be taken out of the \$6,000 voted at town meeting.

Question was asked: "Why can't we use volunteers for traffic control and save some money." The liability involved is a key issue.

Discussed the parade. Tom Janburd offered to bring his horses and wagon and participate in the parade if the Fire Dept. will not blow the stream directly behind the horses.

All in all plans are going ahead full steam and seems to be on the right course.

Went over correspondence.

Agreement and Release F. Donald McCoy and Town of Hollis concerning use of the Old Millford Road.

Drudge and Fill - McKenna subdivision, Farley Road.

Met with Rick Babcock, Hollis Citizens Communications Committee, who gave a status report on the committee.

1. Showed Board a mock-up of a brochure to educate the townspeople on what is going on. Need a sponsor.

2. Need to find a way to get information to publisher.

3. Perhaps have a bulletin board system.

4. Perhaps have sidewalks and conversation areas.

Copy of the report is in the Hollis Citizens Communications Committee file.

Rick informed board that he has been made Chairman of the Trails Committee and they are going to start meeting again. First meeting is June 9th at 8 p.m.