

HOLLIS SELECT BOARD
October 12, 2020
PUBLIC MINUTES 6:30 PM
Approved 10/26/2020

SELECT BOARD MEETING

Select Board present: Chair Mark Le Doux, Paul Armstrong, Peter Band and Susan Benz
Select Board absent: David Petry
Staff present: Lori Radke, Town Administrator and Joan Cudworth, DPW Director
Staff via Zoom: Joe Hoebeke, Police Chief

COMMUNITY ROOM

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

This meeting was conducted in the Community Room and virtually via Zoom, pursuant to Emergency Order #12. The public may attend the meeting in person or may choose to participate via the Zoom platform. The Community Room has been arranged to accommodate CDC guideline, which include a 50% venue capacity.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited, followed by the agenda review.

RECOGNITION

1. Department of Public Works

a. Phil Fotos, Custodial/Building Maintenance, effective 10/16/2020

The Board thanked Phil for his years of service to the town and community and wished him well on his future endeavors.

NEW BUSINESS

1. Halloween Trick-or-Treating Discussion

The Board discussed Trick-or-Treating in Hollis and will post information on the website.

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board authorize the Chief of Police to set the hours of Trick-or-Treating in the Town of Hollis from 5:00PM-7:00PM. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

2. Facility Rental & Usage Policy Approval

The Board reviewed the proposed changes to the policy, followed by some discussion.

MOVED by Peter Band seconded by Paul Armstrong that the Select Board approve the amendments to the Facility Rental & Usage Policy, as recommended. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

3. Homestead House and Lot Bid Approval (Stefanowicz Properties)

An Invitation to Bid was posted for the 4.2 acre parcel with homestead and side buildings. One bid in the amount of approximately \$300,000 was submitted to the Town and subsequently rescinded. The Board would like to advertise on the website again, but in a more prominent fashion and for a longer time duration. It was agreed to decrease the minimum bid to \$200,000. The Town Administrator, Lori Radke was directed to research whether there were restrictions on the warrant article, pertaining to how many houses are allowed on the parcel. The Board discussed the concerns with heating the homestead through the winter, since the boiler is in need of replacement. DPW Director, Joan Cudworth was directed to obtain an estimate to drain the boiler system. The Board agreed that the language in the RFP should reflect that the Town shall pay for the Town's share of the closing costs.

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MOVED by Mark Le Doux seconded by Susan Benz that the Select Board allow DPW to drain the properties pipes to make sure it is ready for winter, drop the minimum bid price to \$200,000 (as-is, where-is), authorize the Town Administrator to research the Warrant Article language as it relates to restrictions to the property and revise the language in the RFP to have the town pay the Town's share of the closing costs and finally increase advertising of the sale, on the website. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

OLD BUSINESS

1. Covid-19 Update (Town Facilities)

Due to the increase in active Covid-19 cases in Hollis, the Board felt the need to take a more active approach to prevent the spread of the disease. It was stated that since Town Hall staff interacts with the public, they should wear masks in public areas, such as the Town Hall hallway. Additionally, it was stated that anyone attending meetings in the Town Hall Community Room should be required to wear a face mask.

MOVED by Peter Band seconded by Susan Benz that the Select Board requires that anyone attending a meeting in the Town Hall Community Room wear a face mask. Voting in favor of the motion were Benz, Band and Armstrong. Le Doux was opposed. The motion PASSED 3-1-0.

ADMINISTRATIVE BUSINESS

1. ASSESSING

Report of Timber Cut

Operation #	MBLU	Owner	Timber Tax Levy
20-223-02	037-012	Joseph & Barbara Rock Rev Trusts	\$1529.37
20-223-07	037-013	Kathleen Albee	\$ 210.53
TOTAL:			\$1739.90

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the Report of Timber Cut for Operation # 20-223-02 and 20-223-07, as submitted. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

Notice of Intent to Excavate

Operation #	MBLU	Owner	Location
20-223-02	045-050	Raisanen Homes Elite LLC	Cobbett Lane

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the Notice of Intent to Excavate for Operation # 20-223-02, as submitted. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

Current Use Release & Land Use Change Tax (LUCT)

MBLU	Owner	Location	Acres Removed	LUCT
014-066-001	Robert Scott Prop. LLC	Read Lane	3.96	\$20,600
014-066-002	Flint Hill Real Estate Trust	Read Lane	3.52	\$20,600
014-066-003	Joseph Tamposi 2011 Irrey Trust	Read Lane	4.03	\$21,070
TOTAL:				\$62,270

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MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the Current Use Release & Land Use Change Tax (LUCT) for MBLU 014-066-001, 014-066-002 and 014-066-003, as submitted. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

2. APPROVAL OF WARRANTS

a. Wages	\$205,385.27	10/01/2020
b. Accounts Payable	\$213,928.36	10/01/2020
c. Benefit Strategies	\$ 4,585.23	10/01/2020

MOVED by Susan Benz seconded by Mark Le Doux that the Select Board approve the warrants, as submitted. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

3. APPROVAL OF MINUTES

a. Public Minutes from 09/28/20

MOVED by Peter Band seconded by Susan Benz that the Select Board approve the public meeting minutes from September 28, 2020. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

b. Non-Public Minutes from 09/28/20

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board approve the non-public meeting minutes from September 28, 2020 and keep them sealed. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

4. MEETINGS & ANNOUNCEMENTS

The meetings schedule was announced for October 13th through October 26th. The next Select Board meeting is scheduled for October 26, 2020 at 6:30PM. There will be a series of virtual candidate forums in the upcoming weeks. Please check the town website for information. There will be a blood drive on October 16th from 11:00AM-4:00PM at the Lawrence Barn Community Center. The General Election will take place on November 3rd from 7:00AM-7:00PM at the Hollis Brookline High School.

ADJOURNMENT

MOVED by Susan Benz seconded by Paul Armstrong that the Select Board adjourn the meeting. Voting in favor of the motion were Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 4-0-0.

The Board adjourned at 7:30PM.

Respectfully Submitted,
Christine Herrera, Assistant Town Administrator/HR Coordinator