

HOLLIS SELECT BOARD
December 07, 2020
PUBLIC MINUTES 6:00 PM
Approved 01/11/2021

SELECT BOARD MEETING

Select Board present: Vice Chair David Petry and Paul Armstrong
Select Board via Zoom: Mark Le Doux, Susan Benz, Peter Band
Staff present: Rachael Gosselin, Financer Officer; Joe Hoebeke, Police Chief and Dawn Desaulnier,
IT Director
Staff via Zoom: Lori Radke, Town Administrator

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 guidelines, which include a 50% venue capacity.

NON PUBLIC SESSION

RSA 91-A:3-II (l) legal

MOVED by David Petry seconded by Paul Armstrong that the Select Board enter Non-Public Session in accordance with RSA 91-A:3-II (l) legal. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

The Board entered non-public session at 6:00PM

CONCLUSION OF NON PUBLIC SESSION

MOVED by David Petry seconded by Paul Armstrong that the Select Board come out of Non-Public Session and seal the minutes, in accordance with RSA 91-A:3-II (l) legal. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

The Board came out of non-public session and entered into public session at 6:33PM

AGENDA REVIEW

The agenda was reviewed.

PUBLIC COMMENT

Joe Garubba (Winchester Dr) was unclear on whether the volunteer for the Planning Board (discussed at the previous meeting) should also recuse herself from potential future cases related to the same builder. He felt that she should also recuse herself in those situations as well since he felt the same appearance of a conflict of interest would be present. He would like clarification from the board prior to the appointment scheduled for this evening.

APPOINTMENTS/RESIGNATIONS

1. Planning Board Appointment - Virginia Mills, Regular Member (term exp. 04/30/2021)

MOVED by Paul Armstrong seconded by Peter Band that the Select Board appoint Virginia Mills as a Regular Member to the Planning Board, with a term expiration date of 04/30/2021, as recommended by the Planning Board Chair. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Bill Moseley, Planning Board Chair added that the nomination for appointment was based on discussions with all of the alternate members as well as the experience Ms. Mills brings to the board.

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2. Communications Center Resignation - Zachary Powers, effective 12/02/2020

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board accept the resignation of Zachary Powers, Communications Specialist, effective 12/02/2020. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

3. Historic District Commission - Frank Cadwell

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board remove Frank Cadwell from the Historic District Commission, as recommended by the Historic District Chair. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

NEW BUSINESS

1. 2021 Town Meeting/Town Election (Drew Mason, Moderator)

Town Meeting and elections usually happen in March every year. There are several special provisions that will expire at the end of the year such as, 'no excuse absentee voting', partially preprocessing absentee ballots and absentee voter registration, to name a few. A different type of process is proposed for the 2021 election and town meeting. The process begins with a mailer sent to every registered voter in Hollis, stating the dates and time for Town Meeting. A virtual public meeting would then take place to discuss the town warrant. It would be to the board's discretion whether public input would be received at that time. Following the public meeting would be a timeframe for the board to accept public comment. A second meeting would be held within 7 days from the first meeting. The Select Board could then amend any warrant articles based on public input. Once the final warrant is prepared, it would be made available to the voters, followed by a drive through voting process on March 9, 2021. Additional costs associated with this process would include postage and mailings and additional staff. Mr. Mason asked that the Board let him know by the January meeting, how they would like to proceed with town meeting and elections for year 2021. The board agreed to discuss further and vote on a recommendation by the next Select Board meeting on January 11, 2021.

2. Hollis Police Department-Prosecutor Contract Approval

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board approve the prosecutor contract for the Hollis Police Department, as recommended by Chief Hoebeke. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

3. Hollis Fire Department-Escrow for Vehicle Maintenance Approval

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the Fire Department escrow for vehicle maintenance in the amount of \$16,000, as recommended by Fire Chief Rick Towne. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

4. Paid Time Off (PTO) Buy-back

MOVED by Paul Armstrong seconded by Peter Band that the Select Board approve the Paid Time Off (PTO) Buy-Back in the amount of \$72,639.68. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

ADMINISTRATIVE BUSINESS

1. APPROVAL OF WARRANTS

Wages	\$167,164.85	11/24/2020
Accounts Payable	\$279,689.76	11/24/2020

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Benefit Strategies \$ 3,915.23 11/24/2020

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the warrants, as submitted. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

2. APPROVAL OF MINUTES

Public Minutes from 11/23/2020 & 11/30/2020

MOVED by Susan Benz seconded by Mark Le Doux that the Select Board approve the public meeting minutes from November 23, 2020 and November 30, 2020. Voting in favor of the motion were Le Doux, Benz, Band, Petry and Armstrong. No one was opposed. The motion PASSED 5-0-0.

3. MEETINGS & ANNOUNCEMENTS

The meeting schedule was announced for December 7th through January 11th. The next Select Board meeting is scheduled for January 11, 2021 at 6:30PM. The Town Hall will be closed at noon on December 11th, all day on December 24th, December 25th and January 1st. The Transfer Station will be closed on December 24th and December 31st. The Town Clerk will be closed on December 25th and January 1st. The Hollis Holiday Luminaria Stroll will take place on December 12th and there will be a blood drive on December 29th from 10AM-6PM at the Lawrence Barn Community Center.

OTHER BUSINESS

P. Band would like to discuss the center lines on Farley Rd. at a future meeting.

BUDGET COMMITTEE MEETING

First Review of 2021 Town Budget

For more information, see Budget Committee minutes, dated December 7, 2020.

ADJOURNMENT

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

The Board adjourned at 8:47PM.

Respectfully Submitted,

Christine Herrera, Assistant Town Administrator/HR Coordinator