

HOLLIS SELECT BOARD
March 8, 2021
PUBLIC MINUTES 6:30 PM
Approved 03/22/2021

SELECT BOARD MEETING

Select Board present: Chair Mark Le Doux, David Petry, Paul Armstrong and Susan Benz

Select Board via Zoom: Peter Band

Staff present: Lori Radke, Town Administrator, Joe Hoebeke, Police Chief; and Brendan LaFlamme,
Police Captain

COMMUNITY ROOM

This meeting was conducted in the Hollis Town Hall Community Meeting Room, located at 7 Monument Square, Hollis, New Hampshire and virtually via Zoom, pursuant to Emergency Order #12.

AGENDA REVIEW

The meeting agenda was reviewed.

PUBLIC COMMENT

None

RECOGNITION

Boston Post Cane Recipient - Grace Dunham

Chairman Le Doux read the proclamation, which recognized Grace as the current recipient of the Boston Post Cane for the Town of Hollis. The town purchased a replica of the cane for Ms. Dunham to keep and will plan on providing cane replicas as gifts for future recipients.

RESIGNATION

Hollis Town Hall - Rachael Gosselin, Finance Officer, effective 03/17/2021

MOVED by Susan Benz seconded by Mark Le Doux that the Select Board accept the resignation of Finance Officer, Rachael Gosselin. 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 wished Rachael good intentions on her future endeavors in Florida.

NEW BUSINESS

Hollis Police Department - School Resource Officer

There is an article on the Town Warrant to request funding for an additional police officer. It was decided that Town Meeting would be postponed to May, which will influence the timeframe for hiring an individual and having the individual attend the police academy. There is a police academy class in May and September of this year. If the department waits until after Town Meeting to hire the individual, they would miss the May class and have to wait until the September class. Officer Michael Trapani will be deploying overseas until April 2022, allowing for unexpended funds in the budget for salary and benefits. Since funding would be available, Chief Hoebeke requested permission from the Select Board to hire an officer prior to Town Meeting.

MOVED by Peter Band seconded by Paul Armstrong that the Select Board approve hiring an officer in April 2021, prior to Town Meeting and utilizing funds from within the current budget. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Probationary Period Reduction – Communications Manager

MOVED by Mark Le Doux seconded by David Petry that the Select Board approve the removal of Communications Manager, Rick Todd from probation as recommended by Chief Hoebeke. Voting in favor

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of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Transportation Alternative Program (TAP) Grant Application for Funding/Selection (round 4)

The Highway Safety Committee recommended that Select Board consider the TAP grant to enhance/improve the sidewalks, including flashing lights, on Depot Rd (near basketball courts), Ash St (near Fire Station) and Main St (near Farley bldg.). Lori Radke, Town Administrator submitted a Letter of Interest on behalf of the Select Board and participated in a webinar, as required for the grant. The project must be a minimum of \$400,000 in order to be eligible for funding. L. Radke requested the town's Site Development Inspector, Reggie Ouelette provide an estimate on the proposed project. The estimate was \$177,000, which is under the minimum threshold and making the town ineligible to apply for the grant.

The project included an enhancement to the current crosswalks, with a brick inlay across the road. The Select Board would like to consider the project in the future and agreed to not proceed with applying for the TAP grant, at this time. P. Armstrong will discuss the option of installing a flashing light at the crosswalk on Main St, near the Farley building and Historic Society building, with the Highway Safety Committee.

Recreation Commission Update

The test drilling near the DPW facility is complete and a report was submitted to the Recreation Commission. It was determined that there was insufficient water on the property to support an athletic field. The commission decided to table the proposal, at this time.

Job Description Approval - Finance Officer

MOVED by Mark Le Doux seconded by David Petry that the Select Board ratify the approval via email on February 25, 2021 for the Finance Officer Job Description. 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

Assessing Work

a. Current Use Release & Land Use Change Tax (LUCT Acres)

MBLU	Owner	Location	Acres Removed	LUCT
036-004	Kellen E & Michelle S Giuda	Woodmont Dr	5.08	\$25,750

MOVED by David Petry seconded by Mark Le Doux that the Select Board approve the Current Use Release & Land Use Change Tax for MBLU 036-004, 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.

b. 2021 Notice of Intent to Excavate

Operation#	MBLU	Owner	Location
21-223-01E	009-048	Douglas A Orde	Depot Rd

MOVED by David Petry seconded by Susan Benz that the Select Board approve the 2021 Notice of Intent to Excavate for Operation #21-223-01E, 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.

c. Supplemental Notice of Intent to Cut Wood or Timber

Operation #	MBLU	Owner	Location
20-223-10	030-001 & 030-006	RM Timber Harvesting,	Silver Lake State Park

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Owner of Stumpage

MOVED by David Petry seconded by Susan Benz that the Select Board ratify the approval via email on March 2, 2021 for the Supplemental Notice of Intent to Cut Wood or Timber for Operation #20-223-10, 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.

Approval of Warrants

a. Wages	\$184,361.41	03/04/2021
b. Accounts Payable	\$270,981.79	03/04/2021
c. Benefit Strategies	\$ 3,605.57	03/04/2021

MOVED by Susan Benz seconded by David Petry 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.

Approval of Minutes

a. Public Minutes from 02/22/2021

MOVED by Paul Armstrong seconded by David Petry that the Select Board approve the public meeting minutes from February 22, 2021. Voting in favor of the motion were Le Doux, Benz, Band, Petry and Armstrong. No one was opposed. The motion PASSED 5-0-0.

b. Non-Public Minutes from 02/22/2021

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board approve the non-public meeting minutes from February 22, 2021, and keep them sealed. Voting in favor of the motion were Le Doux, Benz, Band, Petry and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Meetings & Announcements

The meeting schedule was announced for March 9, 2021 through March 22, 2021. The next Select Board meeting is scheduled for March 22, 2021 at 6:30PM in the Community Meeting Room and via Zoom.

The Annual Report is available online at www.hollisnh.org. The following meeting will be held at the Hollis Brookline High School (24 Cavalier Court).

- Town Elections, March 9, 2021, 7:00AM-7:00PM
- Hollis School District Annual Meeting, March 30, 2021, 6:30PM
- Hollis Brookline Cooperative School District, April 10, 2021, 10:00AM
- Town Meeting, May 15, 2021, 10:00AM

ADJOURNMENT

MOVED by David Petry seconded by Susan Benz 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 7:02PM.

Respectfully Submitted,

Christine Herrera, Assistant Town Administrator/Human Resource Coordinator