

SELECT BOARD MEETING

Select Board present: Chair Mark Le Doux (teleconference) David Petry, Susan Benz, Frank Cadwell and Peter Band
Select Board absent: None
Staff present: Lori Radke, Town Administrator; Rachael Gosselin, Finance Officer; Paul Armstrong and Bill Moseley, 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 CLAUSE

The Select Board welcomes public comment before the start of the agenda for up to 2 minutes per person. The Select Board is not obligated to respond or engage in a discussion. The Board will take comments under advisement and, if appropriate, the Select Board may set the item for discussion at a future meeting.

PUBLIC COMMENT

Joe Garruba (Winchester Dr) commented that he recently testified against House Bill 1629. The bill requires testing and training of planning and zoning board members. He felt there were three provisions in the bill that were problematic for the town. One provision requires the density for housing for older persons to be applied across the whole town. He felt this was a tradeoff between the two acre zoning requirement and the opportunity to provide housing for older persons. Another provision eliminates the authority of the Select Board to extend deadlines for the planning board. He felt this provision was problematic as things may change throughout the planning board process or reports may take a while to receive. If the bill passes, there would be a hard deadline of 65 days, with no option of an extension. Lastly, appeals to the superior court require a bond to indemnify the costs incurred by the developers, should the appeal be lost by malice.

He felt the significant changes were not getting a lot of attention and wanted to address it with the Select Board. A second hearing for this bill is scheduled for the 29th at 3pm. Since the bill is supported by the governor, it is not likely that it will be vetoed. He has contacted the state representatives about his concerns.

D. Petry commented that he bring his comments to the planning board as well.

RESIGNATIONS**1. Camila Devlin, Tax Collector/Finance Officer, effective 01/31/2020****2. David Connors, Hollis Conservation Commission, Alternate Member**

MOVED by Susan Benz, seconded by Peter Band that the Select Board approve the resignation of Camila Devlin, Tax Collector/Finance Officer, effective 1/31/20 and David Connor, Hollis Conservation Commission Alternate Member. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

NEW BUSINESS**1. Lease of Town Owned Land for Agricultural Use – Stefanowicz Property 25 year lease**

Mark Post, Conservation & Agricultural Commission Joint Working Group member is seeking approval from the Select Board to release the Request for Proposal (RFP) for the 25 year lease of Stefanowicz property for agricultural use, to the public. Attorney Drescher has reviewed the document and suggested one language change regarding the ownership of the crops/trees as it relates to what is planted

in the ground and the crops. Once that language is finalized, it will be submitted to M. Post and Town Administrator, Lori Radke.

M. Post spoke about the lease area, use restrictions and public access. The Rent Model for the lease will include property taxes, annual rent and investment. The remedy for non-performance (minor) will state that after two registered letter notifications, the town will have the right to fix and bill the lessee. The renewal option will be no later than two years before the end of the lease, the town has the option to offer a renewal at mutually agreeable terms. When asked, it was stated that farm stands are excluded from the lease of this property.

The RFP will be distributed through the town website as well as two other sources specific to agriculture. The working group will provide a recommendation to the Board by August 2020. When asked, it was clarified that subleases are allowed, but need to follow the same process as with the lessee.

MOVED by Frank Cadwell, seconded by Susan Benz that the Select Board approve the RFP for the 25 Year Lease of Town Owned Land for Agricultural Use for Stefanowicz Property, as submitted and with the anticipated language suggestion from legal counsel. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

2. 2020 Election Schedules

Select Board attendance at the 2020 New Hampshire Presidential Primary and the Town Elections were discussed by the board. Election Designees will also participate to ensure coverage is maintained for both elections. Select Board members running during the Town Election will not be required to cover the election as a Select Board representative. The New Hampshire Presidential Primary will be held on Tuesday, February 11, 2020 at the Hollis Brookline High School from 7:00AM-7:00PM. The Town Election will be held on Tuesday, March 10, 2020 at the Lawrence Barn Community Center from 7:00AM-7:00PM.

3. Election Designee Appointments with term ending 04/30/2023

Bill Moseley, Don Ryder, Tom Gehan, Paul Armstrong

MOVED by Mark Le Doux, seconded by Susan Benz that the Select Board approve the appointment of Bill Moseley, Don Ryder, Tom Gehan and Paul Armstrong as Election Designees, with a term ending 04/30/2023. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

OLD BUSINESS

1. 2020 Town Warrant Article Review & Recommendations from the Board

ARTICLE 1 - Officials Reports

To hear reports of the Board of Selectmen, other Town Officers and Committees.

No recommendation needed by the Select Board.

ARTICLE 2 – Subdivision of Homestead Structure and Lot

To see if the Town will authorize the Board of Selectmen to subdivide the Stefanowicz property, acquired by the Town pursuant to authorization given by the passage of Article 4 at the March 12th, 2016 annual meeting. The authorization to subdivide shall be limited to creating a lot 4.24 acres, (proposed Map 32 Lot 2-1) which would include the existing homestead and appurtenant structures in order to facilitate the sale of said homestead structure and lot and to further authorize the Board to take all steps necessary to enter into any agreements and

execute any documents necessary to carry out said sale on such terms and conditions as the Board of Selectmen, in their sole judgement, determine. (Majority vote required)

MOVED by Peter Band, seconded by Susan Benz that the Select Board recommend Article 2, Subdivision of Homestead Structure and Lot, to the warrant. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 3 – Athletic Field

To see if the Town will vote to raise and appropriate the sum not to exceed forty-nine thousand dollars (\$49,000) for the purpose of designing and engineering a rectangular athletic field, conducting ledge test pits and drilling for a test well located on Muzzy Road, (Tax Map 56-13). This warrant article shall also be subject to the following condition: Prior to proceeding with the design and engineering of this project, a sufficient water source needs to be located on the property in order to maintain the athletic field. If this condition is not met by December 31, 2020 this appropriation shall be null and void and shall lapse. (Majority vote required). This amount is to be raised by taxation and the estimated impact on the tax rate in 2020 is \$0.036.

MOVED by Peter Band, seconded by Susan Benz that the Select Board recommend Article 3, Athletic Field, to the warrant. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 4 – DPW Loader Lease Purchase

To see if the Town will vote to authorize the selectmen pursuant to RSA 33:7-e to enter into a five (5) year lease purchase agreement for the sum of \$160,000, for the purpose of lease purchasing one (1) loader for the Public Works Department, and to raise and appropriate the sum of \$16,000 for the first year's payment for that purpose. The lease agreement contains an escape clause. The estimated impact on the tax rate in 2020 is \$0.012.

FY20	FY21	FY22	FY23	FY24	FY25	TOTAL
\$16,000	\$32,000	\$32,000	\$32,000	\$32,000	\$16,000	\$160,000

MOVED by Frank Cadwell, seconded by Susan Benz that the Select Board recommend Article 4, DPW Loader Lease Purchase, to the warrant. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 5 – DPW Chipper Truck Lease Purchase

To see if the Town will vote to authorize the selectmen pursuant to RSA 33:7-e to enter into a five (5) year lease purchase agreement for the sum of \$79,000, for the purpose of lease purchasing one (1) chipper for the Public Works Department, and to raise and appropriate the sum of \$7,900 for the first year's payment for that purpose. This lease purchase agreement contains an escape clause. The estimated impact on the tax rate in 2020 is \$0.006.

FY20	FY21	FY22	FY23	FY24	FY25	TOTAL
\$7,900	\$15,800	\$15,800	\$15,800	\$15,800	\$7,900	\$79,000

MOVED by Frank Cadwell, seconded by Peter Band that the Select Board recommend Article 5, DPW Chipper Truck Lease Purchase, to the warrant. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 6 – Emergency Management Message Board

To see if the Town will vote to raise and appropriate the sum of \$10,000 for the purpose of purchasing a message board for Emergency Management. This warrant article shall also be subject to the following condition: Prior to purchasing the message board, the Town shall receive a grant match contribution from the State of NH for \$10,000. If this condition is not met by December 31, 2020 this appropriation shall be null and void and shall lapse. The estimated impact on the tax rate in 2020 is \$0.007.

The Board discussed and agreed that the funds should come from the unassigned fund balance oppose to taxation.

MOVED by Peter Band, seconded by Mark Le Doux that the Select Board recommend Article 6, Emergency Management Message Board to the warrant with a change to the language of the article to reflect that the funds will come from the unassigned fund balance as of December 31, 2019. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 7 – Collective Bargaining Agreement, Local 1801 (Town Hall/DPW)

To see if the Town will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Town of Hollis and AFSCME Local 1801, and in doing so, to approve the cost items within said agreement, which calls for the following increases for salaries and benefits over what was raised under any current agreements for the employees of the Union and, further, to raise and appropriate the amount of \$21,500 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the Collective Bargaining Agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement. The 2020, 2021 and 2022 costs associated with the agreement will be included in the respective operating budgets. This amount is to be raised by taxation and the estimated impact on the tax rate in 2020 is \$0.016.

FY20	FY21	FY22	TOTAL
\$21,500	\$17,700	\$5,500	\$44,700

The Board discussed and agreed that the funds should come from the unassigned fund balance oppose to taxation.

MOVED by Peter Band, seconded by Mark Le Doux that the Select Board recommend Article 7, Collective Bargaining Agreement, Local 1801 (Town Hall/DPW) to the warrant with a change to the language of the article to reflect that the funds will come from the unassigned fund balance as of December 31, 2019. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 8 – Collective Bargaining Agreement, Local 3657 (Police/Fire Communications)

To see if the Town will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Town of Hollis and AFSCME Local 3657, and in doing so, to approve the cost items within said agreement, which calls for the following increases for salaries and benefits over what was raised under any current agreements for the employees of the Union and, further, to raise and appropriate the amount of \$66,630 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the Collective Bargaining Agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement. The 2020, 2021 and 2022 costs associated with the agreement will be included in the respective operating budgets. This amount is to be raised by taxation and the estimated impact on the tax rate in 2020 is \$0.049.

	FY20	FY21	FY22	TOTAL
	\$66,630	\$114,990	\$126,825	\$308,445

The Board discussed and agreed that the funds should come from the unassigned fund balance oppose to taxation.

MOVED by Mark Le Doux, seconded by Susan Benz that the Select Board recommend Article 8, Collective Bargaining Agreement, Local 3657 (Police/Fire/Communications) to the warrant with a change to the language of the article to reflect that the funds will come from the unassigned fund balance as of December 31, 2019. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 9 – Old Home Day Special Revenue Fund

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of sponsoring the Old Home Days event and to fund this appropriation by authorizing the withdrawal of said sum from the Old Home Day Special Revenue Fund. This article will not affect the tax rate, as these funds will be raised from fees and donations.

MOVED by Mark Le Doux, seconded by Susan Benz that the Select Board recommend Article 9, Old Home Day Special Revenue Fund, to the warrant. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 10 – Compensated Absences Payable Expendable Trust Fund

To see if the Town will vote to raise and appropriate \$30,000 to be placed in the Compensated Absences Payable Expendable Trust Fund as previously established at the 2002 Annual Town Meeting. Said funds to come from the unassigned fund balance as of December 31, 2019, if available. No amount to be raised from taxation.

The Board discussed and agreed that the amount should be \$50,000 oppose to \$30,000.

MOVED by Mark Le Doux, seconded by Frank Cadwell that the Select Board recommend Article 10, Compensated Absences Payable Expendable Trust Fund to the warrant with the change from \$30,000 to \$50,000. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 11 – Revaluation Capital Reserve Fund

To see if the Town will vote to raise and appropriate \$14,000 to be placed in the Revaluation Capital Reserve Fund as previously established at the 1996 Annual Town Meeting. Said funds to come from the unassigned fund balance as of December 31, 2019, if available. No amount to be raised from taxation.

MOVED by Frank Cadwell, seconded by Susan Benz that the Select Board recommend Article 11, Revaluation Capital Reserve Fund, to the warrant. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ARTICLE 12 – Municipal Buildings & Facilities Maintenance Expendable Trust Fund

To see if the Town will vote to raise and appropriate \$100,000 to be placed in the Municipal Buildings and Facilities Maintenance Expendable Trust Fund as previously established at the 2008 Annual Town Meeting and amended by the 2009 Annual Town Meeting. Said funds to come from the unassigned fund balance as of December 31, 2019, if available. No amount to be raised from taxation.

245 *MOVED by Frank Cadwell, seconded by Susan Benz that the Select Board recommend Article 12,*
246 *Municipal Buildings & Facilities Maintenance Expendable Trust Fund, to the warrant. Voting in favor*
247 *of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion*
248 *PASSED 5-0-0.*
249

250 **ARTICLE 13 – Establish a Contingency Fund**

251 To see if the Town will authorize the establishment of a contingency fund under the provisions of RSA 31:98-a
252 for the purpose of funding unanticipated expenses that may arise during the year. Furthermore, to raise and
253 appropriate \$70,000 towards this purpose and appoint the selectmen as agents to expend from said fund. Said
254 funds to come from the unassigned fund balance as of December 31, 2019, if available. No amount to be raised
255 from taxation.
256

257 *MOVED by Mark Le Doux, seconded by Susan Benz that the Select Board recommend Article 13,*
258 *Establish a Contingency Fund, to the warrant. Voting in favor of the motion were Le Doux, Petry,*
259 *Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.*
260

261 **ARTICLE 14 – 2020 Operating Budget**

262 To see if the Town will vote to raise and appropriate the sum of \$11,117,261 which represents the operating
263 budget of the Town for 2020, not including appropriations by special warrant articles and other appropriations
264 voted separately.
265

266 *MOVED by Frank Cadwell, seconded by Peter Band that the Select Board recommend Article 14, 2020*
267 *Operating Budget, to the warrant. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz*
268 *and Band. No one was opposed. The motion PASSED 5-0-0.*
269

270 **ARTICLE 15 – Petition Article for Veteran's Tax Credit**

271 To see if the Town will vote, pursuant to RSA 72:28, to modify the All Veterans property Tax Credit from the
272 existing \$500 to \$750 as currently allowed by RSA 72:28. Said credit shall take effect in the tax year beginning
273 April 2020.
274

275 The Board reviewed and discussed the impact the article would have on taxes, which is an \$85,000 increase, if
276 passed at Town Meeting.
277

278 *MOVED by Frank Cadwell, seconded by Peter Band that the Select Board recommend Article 15,*
279 *Petition Article for Veteran's Tax Credit, to the warrant. Voting in favor of the motion were Le Doux*
280 *and Cadwell. Band, Benz and Petry were opposed. The motion FAILED 2-3-0.*
281

282 **ARTICLE 16 – Petition Article for New Hampshire Resolution to Take Action on Carbon Pollution**

283 We the town of Hollis call on our State and Federal elected representatives to enact carbon-pricing legislation to
284 protect New Hampshire from both the costs and environmental impacts of continued climate inaction. To protect
285 households, we support a Cash Back approach, that places a fair price on the cost of pollution and uses the
286 money raised to give equal cash-back rebates to residents. Enacting a Carbon-Cash-Back program decreases
287 long-term fossil-fuel dependence, aids in the economic transition for energy consumers and keeps local energy
288 dollars in New Hampshire's economy. Carbon cash-back has been championed by US economists (Jan 17, 2019
289 WSJ) as the most effective way to deliver rapid reductions in harmful carbon emissions at the scale needed to
290 address rapidly accelerating climate pollution.
291

292 We expect our representatives to lead in this critical moment for the health and well-being of our citizens and
293 for the protection of New Hampshire's natural resources upon which we all rely.

The record of the vote approving this shall be transmitted by written notice to Hollis' state legislatures and Hollis' congressional delegation, and to the President of the United States, informing them of the instructions of their constituents, by Hollis Select Board within 30 days of this vote.

The Board did not take a position on this article. The article has no impact on the town budget.

ARTICLE 17- To Transact Any Other Business That May Legally Come Before Said Meeting.

No recommendation needed by the Select Board.

2. Town Clerk – RSA 41:25 Fees

The Board discussed changing the way the Town Clerk is compensated, from a fee basis, to a salary basis. This type of change requires a vote at Town Meeting. It was suggested by D. Petry to table the discussion of compensation with the understanding that the Board, town clerk and town staff will work toward a solution to potentially address this topic next year. This suggestion was based on the fact that new information has been brought forth that the Board would like to review and discuss in further detail. There have been similar discussions about adjusting, expanding or rearranging the hours of the town clerk's office as well. The Board has the option of including a warrant article to change the manner in which the town clerk is compensated, at the 2021 Town Meeting.

MOVED by Frank Cadwell, seconded by Peter Band that the Select Board table the discussion regarding compensation for the Hollis Town Clerk until further notice. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

ADMINISTRATIVE BUSINESS

1. Assessing

Current Use Release & Land Use Change Tax (LUCT)

MBLU	Owner	Locations	Acres Removed	LUCT
038-032-001	Katie & Marten Vandervelde	336 Wheeler Rd	0.00	0.00

MOVED by Frank Cadwell, seconded by Susan Benz that the Select Board approve the Current Use Release & Land Use Change Tax (LUCT) for MBLU 038-032-001, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

2019 Abatements

Case #	MBLU	Owner	Location	Amount to be Abated
2019-005	023-048-A	Michael P. Longo	29A Apple Lane	\$87.00 + interest

MOVED by Frank Cadwell, seconded by Susan Benz that the Select Board approve the 2019 Abatement for Case #2019-005, in the amount of \$87.00 + interest, as submitted. Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

2019 Equalization Ratio

The New Hampshire Department of Revenue Administration (DRA) established the 2019 Equalization Rate to be 87.2%. This ratio will be used to equalize the modified local assessed valuation for all land, buildings and manufactured housing in our municipality.

MOVED by Peter Band, seconded by Susan Benz that the Select Board approve the 2019 Equalization Ratio of 87.2% from New Hampshire Department of Revenue Administration (DRA). Voting in favor of the motion were Le Doux, Petry, Cadwell, Benz and Band. No one was opposed. The motion PASSED 5-0-0.

2. Approval of Warrants

MOVED by Peter Band seconded by Susan Benz that the Select Board approve the following warrants:

- Wages \$ 160,492.59 01/23/20
- Accounts Payable \$ 173,792.41 01/23/20
- Benefit Strategies \$ 14,194.16 01/23/20

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

3. Approval of Select Board Minutes

Public Minutes from 01/13/20

MOVED by Susan Benz seconded by Mark Le Doux that the Select Board approve the Public Minutes of Monday, January 13, 2020, 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. Meetings & Announcements

The meetings were announced for January 28, 2020-February 10, 2020. The filing period for elected officials is January 22, 2020-January 31, 2020 (no later than 5:00PM). The following is a list of open elected positions:

- Select Board 3 Year Term (2 positions)
- Budget Committee 3 Year Term (2 positions)
- Cemetery Trustee 3 Year Term (2 positions)
- Checklist Supervisor 6 Year Term (1 position)
- Trustee of the Trust Fund 3 Year Term (1 position)
- Town Clerk 3 Year Term (1 position)
- Moderator 2 Year Term (1 position)
- Library Trustee 1 Year Term (1 position)
- 3 Year Term (3 positions)

If you are a candidate or seek reelection, you must file a declaration of candidacy with the Town Clerk. As per RSA 669:19 candidates who file on the last day of the filing period shall do so in person before the Town Clerk. As per RSA 652:20 Town Clerk's office must be open at least from 3 to 5 p.m. on the last day of filing. Town Clerk's Office is located at 3G Marketplace, Hollis, NH. The telephone number is 603-465-2064 and the office hours are as follows:

- Monday 1:00PM-7:00PM
- Wednesday 8:00AM-1:00PM
- Friday 8:00AM-1:00PM
- 1st Saturday of the month from 8:00AM-11:00AM

There is an employment opening for the Tax Collector/Deputy Finance Officer position with the Town of Hollis. Interested individuals should apply at the Town Hall.

NON-PUBLIC SESSION

1. RSA 91-A:3-II (c) reputation

MOVED by Susan Benz seconded by Frank Cadwell that the Select Board enter Non-Public Session in accordance with RSA 91-A:3-II (c) reputation. 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 entered non-public session at 7:38PM

CONCLUSION OF NON PUBLIC SESSION

MOVED by Peter Band seconded by Susan Benz that the Select Board come out of Non-public session and seal the minutes, in accordance with RSA 91-A:3-II (c) reputation. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Cadwell. No one was opposed. The motion PASSED 5-0-0.

The Board came out of non-public session and entered public session at 7:45PM

PUBLIC SESSION

MOVED by Peter Band seconded by Susan Benz that the Select Board table the request for Case #2020-01, until further information is submitted. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Cadwell. No one was opposed. The motion PASSED 5-0-0.

ADJOURNMENT

MOVED by Peter Band seconded by Susan Benz that the Select Board adjourn the meeting. 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 adjourned at 7:45PM.

Respectfully Submitted,
Christine Herrera, Assistant Town Administrator