

HOLLIS SELECT BOARD
April 12, 2021
PUBLIC MINUTES 6:28 PM
Approved 04/26/2021

SELECT BOARD MEETING

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

Select Board via Zoom: Peter Band

Staff present: Lori Radke, Town Administrator; Jacob Fitzgerald, Finance Director; Joseph Hoebeke, Police Chief; and Rick Towne, Fire Chief

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

Drew Mason (Town Moderator) thanked town staff for their assistance with preparations for the Hollis Brookline Cooperative Annual Meeting on Saturday and suggested the Town consider starting the Town Meeting earlier than 10:00AM to allow for adequate time for the meeting.

RECOGNITION

Hollis Police Department – Employee of the Year

Chief Hoebeke presented Officer Lucas Ilges with the 2020 Employee of the Year award. The recipient of the award is determined by his colleagues and is awarded to a member who they feel contributed the most to the success of the agency during the 2020 calendar year. Lucas is a peer leader and mentor to everyone in the building. He is consistently awarded for the quarterly recognition and maintains an excellent relationship with everyone, including members of the community. Lucas received a warm congratulations from those in attendance, followed by a photo.

Hollis Town Hall – Finance Director Introduction

Chairman Petry introduced Jacob Fitzgerald as the new Finance Director, noting that today is first day with the town. Jacob is joining the team with a background in accounting, including seven years of work experience both as a municipal staff auditor and municipal audit supervisor. The town is grateful to have him aboard and welcomed Jacob to the team.

APPOINTMENTS

Finance Director, Jacob Fitzgerald

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board appoint Jacob Fitzgerald as the Finance Director for the Town of Hollis. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Heritage Commission – Sharon McCaffrey, Alternate Member (term exp. 04/30/2024)

MOVED by Peter Band seconded by Susan Benz that the Select Board appoint Sharon McCaffrey as an Alternate Member to the Heritage Commission, with a term expiration date of 04/30/2024, as recommended by the Heritage Commission Chair. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Energy Committee – Phillip Stephenson, Alternate Member (term exp. 04/30/2022)

Energy Committee Chair, Eric Ryherd spoke about the mission of the Energy Committee and introduced Phillip Stephenson as an interested volunteer for the committee. Phillip moved to Hollis shortly before the

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pandemic happened and has an expertise and interest in the energy field and is excited to get involved in the community.

MOVED by Susan Benz seconded by Paul Armstrong that the Select Board appoint Phillip Stephenson as an Alternate Member to the Energy Committee, with a term expiration date of 04/30/2022, as recommended by the Energy Committee Chair. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

DISCUSSION WITH STATE LEGISLATURES

Representative Kat McGhee and Representative Susan Homola discussed several house and senate bills. Representative Keith Ammon participated in the discussion via Zoom.

The Select Board thanked the legislatures for serving the community and invited them back towards the end of May, prior to voting, to discuss the bills that impact the town in further detail.

NEW BUSINESS

Authorization of Tree Removal Deemed Imminent Threat on Wheeler Road (scenic road)

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board authorize the removal of a tree, deemed an imminent threat, on Wheeler Road, which is a scenic road. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Hollis Fire Department – purchase of 2021 Expedition

Chief Towne requested utilizing funds from the Ambulance account to purchase a 2021 Expedition. This vehicle would replace the 2014 expedition, which is currently the Command vehicle. There is no cost to the tax payers and the new vehicle will not be in service until the fall. The purchase price is \$39,489 and completed through the state bid process. The department will keep the 2014 vehicle as a backup.

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the request to purchase a 2021 Expedition from the Ambulance account in the amount of approximately \$39,489. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

OLD BUSINESS

Select Board Committee and Department Assignments

The assignments were reviewed and presented as follows:

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2021/2022 DEPARTMENT AND COMMITTEE ASSIGNMENTS

<u>Departments</u>	<u>Representative</u>	<u>Alternate</u>
DPW	Peter Band	David Petry
Fire	Paul Armstrong	Susan Benz
IT	Susan Benz	Paul Armstrong
Library	Susan Benz	Peter Band
Police/Communications	Mark Le Doux	Susan Benz
Town Hall	David Petry	Peter Band
<u>Committees, Commissions, Boards</u>	<u>Representative</u>	<u>Alternate</u>

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97	Agricultural Commission	David Petry	Peter Band
98	Budget Committee	Mark Le Doux	Susan Benz
99	Cemetery Trustees	Susan Benz	Mark Le Doux
100	Conservation Commission	Peter Band	Paul Armstrong
101	Elected Officials		
102	• Town Clerk	Paul Armstrong	Susan Benz
103	• Moderator	Paul Armstrong	Susan Benz
104	• Supervisors of the Checklist	Paul Armstrong	Susan Benz
105	• Trustee of the Trust Funds	Paul Armstrong	Susan Benz
106	Energy Committee	Paul Armstrong	David Petry
107	Heritage Commission	Susan Benz	David Petry
108	Highway Safety Committee	Peter Band	Mark Le Doux
109	Historic District Commission	Susan Benz	Mark Le Doux
110	Joint Loss Management Committee	Mark Le Doux	Susan Benz
111	Land Use Board Chairs	David Petry	Mark Le Doux
112	Old Home Days Committee	Susan Benz	David Petry
113	Planning Board	David Petry	Mark Le Doux
114	Recreation Commission	Susan Benz	David Petry
115	Seniors	Mark Le Doux	David Petry

MOVED by Peter Band seconded by Susan Benz that the Select Board approve the Hollis Select Board 2021/2022 Department and Committee Assignments, as presented. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

OTHER BUSINESS

The Old Home Days event is scheduled to take place on Saturday, September 11, 2021. L. Radke was asked to contact Al Fulchino regarding the plans for Memorial Day.

ADMINISTRATIVE BUSINESS

Assessing Work

a. 2021 Notice of Intent to Tax Personal Property and Land of Others

Each year prior to April 30th, the Chairman of the Select Board must send out "Notice of Intent to Tax Personal Property on Land of Others." Under RSA 73:16-a, if these notices are not sent to the land owner before April 30th, and the personal property owner does not pay the property taxes assessed, the land owner cannot be held liable for the unpaid taxes. There are three such property and the "personal property" comprises of telephone switching stations located on land of others.

MBLU	Location	Personal Property Owner	2019 Taxes
009-052-A	248 Depot Rd	TDS Telecom for Hollis Telephone	\$462.00
010-025-A	43 Old Runnells Bridge	Fairpoint Communications	\$53.00
036-035-A	199 Silver Lake Rd	TDS Telecom for Hollis Telephone	\$63.00

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board approve the 2021 Notice of Intent to Tax Personal Property and Land of Others. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

b. Notice of Intent to Cut Wood or Timber (Ratification Only)

Operation#	MBLU	Owner	Location
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21-223-03	028-004	Charles Svirk & Evanthia Aretakis	Hayden Rd
21-223-04	017-024	Beaver Brook Association	Proctor Hill Rd

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board ratify the approval previously made for the Notice of Intent to Cut Wood or Timber for Operation #21-223-03 and 21-223-04, as submitted. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

c. Report of Wood or Timber Cut

<u>Operation#</u>	<u>MBLU</u>	<u>Owner</u>	<u>Timber Tax Levy</u>
20-223-13	003-033 & 008-061	Kevin & Claudine Curran	\$361.51

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board approve the Report of Wood or Timber Cut for Operation #20-223-13. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

d. 2020 Abatements

<u>Case #</u>	<u>MBLU</u>	<u>Owner</u>	<u>Location</u>	<u>Amount to be Abated</u>
2020-012	052-031-001	Acrefield Housing Assoc.	6 Market Pl	\$0.00

*MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board **deny** the 2020 Abatement for Case #2020-012. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.*

2020-009	059-015	Cynthia Owing Revoc Trust	47 Federal Hill Rd	\$185.00
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MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board approve the 2020 Abatement for Case #2020-009. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Approval of Warrants

a. Wages	\$225,496.05	04/01/2021
b. Accounts Payable	\$158,412.37	04/01/2021
c. Benefit Strategies	\$ 3,305.57	04/01/2021

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

Approval of Minutes

a. Public Minutes from 03/22/2021

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

b. Non-Public Minutes from 03/22/2021

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

Town Administrator's Report

The meeting schedule was announced for April 13, 2021 through April 26, 2021. The next Select Board meeting is scheduled for April 26, 2021 at 6:30PM in the Community Meeting Room and via Zoom. The annual Town Meeting will be held at the Hollis Brookline High School (24 Cavalier Court) on Saturday, May 15, 2021 beginning at 10:00AM.

There will be a Blood Drive at the Lawrence Barn Community Center on Friday, April 16th from 12:00PM-8:00PM. The Household Hazardous Waste Collection will take place on Saturday, April 17th from 8:00AM-12:00PM at the Nashua City Park & Ride (25 Crown Street, Nashua). On Friday, April 24th will be the Armenian Flag Raising Ceremony at 1:00PM at the Town Common. On Saturday, April 24th there will be a Prescription Drug Take Back Day from 10:00AM-2:00PM at the Hollis Primary School parking lot. It will be a drive through event. The Colonial Garden Plant Sale will take place outside of the Lawrence Barn Community Center on Saturday, May 8th at 9:00AM. The Rocky Pond Boat Launch is open through October. Information about the Hollis Heritage Commission request for 2022 calendar scenic photo can be found on the town website. There is an employment opportunity for a full time firefighter/paramedic with the town. Additional information can be located on the town website.

NON PUBLIC SESSION

RSA 91-A:3 II (a) Personnel and (l) legal

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

The Board entered nonpublic session at 7:48PM

CONCLUSION OF NON PUBLIC SESSION

MOVED by Mark Le Doux 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 (a) personnel and (l) legal. Voting in favor of the motion were Petry, Le Doux, Band, Armstrong and Benz. No one was opposed. The motion PASSED 5-0-0.

The Board came out of nonpublic session and entered public session at 8:15PM

ADJOURNMENT

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

The Board adjourned at 8:15PM.

Respectfully Submitted,
Christine Herrera, Assistant Town Administrator/Human Resource Coordinator