

**HOLLIS SELECT BOARD**  
**May 10, 2021**  
**PUBLIC MINUTES 6:30 PM**  
**Approved 05/24/2021**

**SELECT BOARD MEETING**

Select Board present: David Petry, Susan Benz and Paul Armstrong  
Select Board via Zoom: Peter Band  
Via conference call: Mark Le Doux  
Staff present: Lori Radke, Town Administrator; Joan Cudworth, DPW Director; 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.

**AGENDA REVIEW**

The meeting agenda was reviewed.

**PUBLIC COMMENT**

None

**APPOINTMENT**

**1. Heritage Commission – Cassandra Vorisek-Creto, Alternate Member, (term exp. 04/30/2022)**

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

**NEW BUSINESS**

**1. Town Meeting Update**

Drew Mason, Town Moderator thanked the Board for changing the start time for the annual meeting to 9:00AM on May 15<sup>th</sup>. D. Mason is anticipating approximately 400 residents in attendance. The meeting script, including timeframes was reviewed. The weather and alternate date and locations were discussed, however, it is anticipated that the meeting will go on as planned, under the tent at the lacrosse field. It was noted that voting for the petition warrant for SB2 must be open for an hour and voted on by secret ballot.

**2. Highway Safety Committee (HSC) Recommendations**

**a. Stop Sign at intersection of Ames Road & Witches Spring Road**

Chief Towne stated that the bus company requested the stop sign. The HSC voted on the request and recommend the installation of the stop sign to the Select Board.

*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the installation of a stop sign at the intersection of Ames Road and Witches Spring 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.*

**b. Redesign the intersection of Broad Street & Wright Road**

HSC recommended that DPW Director assess the area and provide design options to the Select Board. It was reported that the state is willing to work with the town on a solution. J. Cudworth was directed by the Select Board to look into solutions for the intersection.

**3. Recommendation to discontinue fire easement on Beaver Brook property**

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Chief Towne explained that the fire easement is located on West Hollis Road near the Nissitissit River. In 1981 the Fire Department asked Beaver Brook for an easement with the intention that a road would be installed so the fire trucks could access the water. The road was installed, however there had been erosion problems and the Fire Department no longer needed access to the water from that road since they could draft the water from the bridge area or the hydrant that is in close proximity. Chief Towne stated that there is no longer a need for the easement. Additionally, Beaver Brook offered to pay any recording fees for the easement.

*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the recommendation from Chief Towne to discontinue the fire easement on Beaver Brook property. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.*

**4. Farley Building Update – Transfer funds from Contingency to Special Studies**

The committee is working towards solidifying options and costs for the facility. When the preliminary assessment is complete, it will become a part of the application that is sent to New Hampshire Preservation Alliance. The New Hampshire Preservation Alliance could help pay for the costs associated with the second phase. In order to pay for the first phase or pre-application, the committee will need some funding. Funds could be transferred from the Contingency Fund to the Special Studies Fund.

*MOVED by Peter Band seconded by Mark Le Doux that the Select Board approve transferring \$10,000 from Contingency to Special Studies for costs associated with the Farley Building assessment/application. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.*

P. Band added that the thought the building was becoming quite the eye soar and suggested the board consider painting at least the front of the building in the meantime. D. Petry suggested including costs for painting in next year's budget, unless there are funds in the current DPW department.

**5. Delegation of Functions (Finance Director)**

Pursuant to the provisions of RSA 41:29, functions including deposit, investment, recordkeeping and reconciliation functions for the Town of Hollis shall be delegated to Jacob Fitzgerald, Finance Director, as recommended by Barbara Townsend, Treasurer for the Town of Hollis.

*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the Delegation of Functions to Jacob Fitzgerald, Finance Director, as recommended by Barbara Townsend, Treasurer. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.*

**6. Contract Approval – Attorney John Ratigan (Ratify approval via email on May 3, 2021)**

It was stated that the contract for Attorney Ratigan pertains to one particular court case for the Town of Hollis.

*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board ratify the approval previously taken via email on May 3, 2021 to approve the contract for legal services with Attorney John Ratigan. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.*

**7. Tax Abatement – Map/Lot 051-009**

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*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the Tax Abatement for Map/Lot 051-009 in the amount of \$25.32. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.*

**8. Petition and Pole License – Pole #21-1521 (68B/25Y) on Rideout Road**

*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the Petition and Pole License for Pole #21-1521 on Rideout 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.*

**ADMINISTRATIVE BUSINESS**

**1. Assessing Work**

**a. 2021 Land Use Change Tax Abatement**

Case #	MBLU	Owner	Location	Amount to be Abated + Int.
2021-LUCT-01	032-002-001	Yuanli Wang & Minghua Li	126 Nartoff Rd	\$3000

*MOVED by Susan Benz seconded by Paul Armstrong that the Select Board approve the 2021 Land Use Change Tax Abatement for Case #2021-LUCT-01, 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.*

**b. Current Use Release & Land Use Change Tax (LUCT)**

MBLU	Owner	Location	Acres Removed	LUCT
002-044-004	Hollylynn Jenness et als	N. Pepperell Rd	5.01	\$29,000
002-044	Hans & Kathleen Olson	Naomis Way	2.66	\$27,500
002-044-001	Hans & Kathleen Olson	Naomis Way	3.40	\$27,500
002-044-001	Hans & Kathleen Olson	Naomis Way	0.10	\$0
014-037-015	Cutter Place Properties LLC	Cutter Place	2.51	\$25,000
026-005-001	David & Darci Kovalchek	46 Nartoff Rd	4.31	\$ 3,000
029-001-011	Raisanen Homes Elite LLC	54 Keyes Hill Rd	1.65	\$22,500
038-037-001	Raisanen Homes Elite LLC	Farley Rd	1.17	\$ 4,000
038-037-002	Michael Stacy & Shawna Stacy	49 Farley Rd	0.36	\$ 1,800
			TOTAL:	\$140,300

*MOVED by Susan Benz seconded by Paul Armstrong that the Select Board approve the Current Use Release and Land Use Change Tax for the MBLU's listed above. 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. Current Use Application for Approval**

MBLU	Owner	Location	Acres to be enrolled
036-004-002	Rachel N Madden 2021 Revoc Trust	25 Woodmont Dr	9.40

*MOVED by Susan Benz seconded by Paul Armstrong that the Select Board approve the Current Use Application for Approval for MBLU #036-004-002. 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. Report of Wood or Timber Cut**

Operation #	MBLU	Owner	Timber Tax Levy
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20-223-01                      017-024                      Beaver Brook Assoc.                      \$2133.22

*MOVED by Susan Benz seconded by Paul Armstrong that the Select Board approve the Report of Wood or Timber Cut for Operation #20-223-01. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.*

**e. Report of Excavation**

Operation #	MBLU	Owner	Timber Tax Levy
20-223-02E	045-050	Raisanen Homes Elite LLC	\$64.80

*MOVED by Susan Benz seconded by Paul Armstrong that the Select Board approve the Report of Excavation for Operation #20-223-02E. Voting in favor of the motion were Petry, Le Doux, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.*

**2. Approval of Warrants**

<b>a. Wages</b>	\$168,084.86	04/29/2021
<b>b. Accounts Payable</b>	\$201,638.00	04/29/2021
<b>c. Benefit Strategies</b>	\$ 3,079.57	04/29/2021

*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.*

**3. Approval of Minutes**

**a. Public Minutes from 04/26/2021**

*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the public meeting minutes from April 26, 2021. Voting in favor of the motion were Petry, Benz, Band, and Armstrong. No one was opposed. Le Doux abstained. The motion PASSED 4-0-1.*

**b. Non-Public Minutes from 04/26/2021**

*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the non-public meeting minutes from April 26, 2021 and keep them sealed. Voting in favor of the motion were Petry, Benz, Band, and Armstrong. No one was opposed. Le Doux abstained. The motion PASSED 4-0-1.*

**TOWN ADMINISTRATOR'S REPORT**

The meeting schedule was announced for May 11, 2021 through May 24, 2021. The next Select Board meeting is scheduled for May 24, 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 at 9:00AM.

National Police Week is May 9-15 and National Public Works Week is May 16-22. There will be a Blood Drive at the Lawrence Barn Community Center on Friday, May 24th from 10:00AM-6:00PM. The Memorial Day celebration will take place on Monday, May 31<sup>st</sup> at 5:30PM on the Town Common. Town Department will be closed on May 31<sup>st</sup>. Rock crushing at the Stump Dump will begin at the end of May and should last approximately one week. There will be a free shred day for Hollis residents on September 18<sup>th</sup> at the Transfer Station. The time for the event is to be determined.

**NON PUBLIC SESSION**

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**RSA 91-A:3 II (c) reputation and (d) land acquisition**

*MOVED by Paul Armstrong seconded by Susan Benz that the Select Board enter Non-Public Session in accordance with RSA 91-A:3-II (c) reputation and (d) land acquisition. 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 7:11PM

**CONCLUSION OF NON PUBLIC SESSION**

*MOVED by Susan Benz 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 (c) reputation and (d) land acquisition. 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 8:05PM.

**PUBLIC SESSION**

**2020 Abatement**

Case #	MBLU	Owner	Location	Amount to be Abated + Int.
2020-004	005-017	Alpine Grove LLC	19 South Depot Rd	TBD

*MOVED by David Petry seconded by Paul Armstrong that the Select Board deny the 2020 Abatement for Case #2020-004. Voting in favor of the motion were Petry, Le Doux, Band, Armstrong and Benz. No one was opposed. The motion PASSED 5-0-0.*

Case #	MBLU	Owner	Location	Abated + Int.
2020-005	001-035	Cynthia Chystal Revoc Trust	110 West Hollis Rd	TBD

*MOVED by David Petry seconded by Paul Armstrong that the Select Board deny the 2020 Abatement for Case #2020-005. Voting in favor of the motion were Petry, Le Doux, Band, Armstrong and Benz. No one was opposed. The motion PASSED 5-0-0.*

**ADJOURNMENT**

*MOVED by Susan Benz 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 8:05PM.

Respectfully Submitted,

Christine Herrera, Assistant Town Administrator/Human Resource Coordinator