

HOLLIS SELECT BOARD
October 11, 2021
PUBLIC MINUTES 6:28 PM
Approved 10/25/2021

SELECT BOARD MEETING

Select Board present: Chair David Petry, Mark Le Doux, Susan Benz, Paul Armstrong and Rick Towne
Select Board absent: None
Staff present: Lori Radke, Town Administrator; Joan Cudworth, DPW Director

COMMUNITY ROOM

This meeting was conducted in the Hollis Town Hall Community Meeting Room, located at 7 Monument Square, Hollis, New Hampshire.

AGENDA REVIEW

The meeting agenda was reviewed.

APPOINTMENT

1. Hollis Select Board

a. Rick Towne (term expires 03/12/2022)

R. Towne took his Oath of Office and was officially sworn in by the Hollis Town Clerk prior to the meeting. R. Towne received a warm welcome from the Board.

2. Conservation Commission

a. Bernadette McQuilkin, Alternate Member (term expires 04/30/2023)

Tom Dufresne, Chair of the Conservation Commission introduced Bernadette, stating that she's been to several meetings and is interested in joining the commission. B. McQuilkin has grant writing experience, which is an asset to the commission. Chair Petry asked a few questions to Bernadette regarding the roles of the membership for such a commission.

MOVED by Mark Le Doux seconded by Rick Towne that the Select Board approve the appointment of Bernadette McQuilkin as an Alternate Member to the Conservation Commission, with a term to expire 04/30/2023. Voting in favor of the motion were Petry, Le Doux, Benz, Armstrong and Towne. No one was opposed. The motion PASSED 5-0-0.

NEW BUSINESS

1. Department of Public Works (Joan Cudworth, Director)

a. 2022 Warrant Article, International Truck-State Bid

Since there is a limited supply of trucks for bid through the state, municipalities were advised to reserve a spot indicating their intention of purchasing a truck. The cost is approximately \$97,600 and the timeframe for getting a vehicle is August/September. P. Armstrong was concerned with adding too many vehicles to the fleet without trading in the older vehicles. The town currently has seven (7) drivers and one (1) vacancy. There are currently eight (8) plow trucks, one of which will be traded in. Additionally, there is one tractor, one pick up, and one front end loader used for snow plowing. The Board supported reserving two spots, with the intention of trading in two older trucks. This item will be placed on the town warrant for town meeting approval. It is anticipated that funds will be allocated from the Unassigned Fund Balance.

b. Transfer Station Lighting

J. Cudworth requested using unexpended funds from the Street Lighting budget to complete the LED lighting upgrade project for the Transfer Station and Stump Dump. The updated estimate is approximately \$14,400. The Street Lighting budget has \$20,800 available.

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MOVED by Mark Le Doux seconded by Susan Benz that the Select Board authorize Joan Cudworth, DPW Director to proceed with the LED upgrade project and use funds from the current Street Lighting budget. Voting in favor of the motion were Petry, Le Doux, Benz, Armstrong and Towne. No one was opposed. The motion PASSED 5-0-0.

c. DPW Building Update

An estimate was submitted to DPW in the amount of \$7M for a new building. Several different options were discussed that would be cheaper. P. Armstrong suggested waiting a few years and forming a 'building committee' to provide recommendations of building options. The Board requested additional data, such as the cost for a steel building, and will discuss the project further at a later date.

d. Wheeler Rd and Worcester Rd

R&D Paving provided an estimate to grind and rebuild both roads, which was approximately \$1.2M. The Board may want to consider bonding as an option, with a portion being allocated from the Unassigned Fund Balance. Both roads were paved in the late 90's and are on the current 'road plan' for 2028. The last time the discussion commenced about widening the 19 foot roads, the residents complained, so they remained at 19'. If the two roads require paving, there would need to be a warrant article to do so.

2. Job Description Review

a. Assistant to the Assessor, Building & Land Use Coordinator, Tax Collector

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the job description for the Assistant to the Assessor, Building & Land Use Coordinator and the Tax Collector/Deputy Finance Director. Voting in favor of the motion were Petry, Le Doux, Benz, Armstrong and Towne. No one was opposed. The motion PASSED 5-0-0.

3. Department & Committee Assignments (Revised)

a. Hollis Select Board 2021/2022

The Board reviewed the updated Department & Committee Assignments, noting that Rick Towne will now be the Select Board representative for Conservation Commission, Highway Safety Committee and DPW, replacing Mark Le Doux.

OLD BUSINESS

M. Le Doux wanted the Board to be aware that he is personally pursuing legal counsel and drafting legislation relating to 'auditing' voting machines.

OTHER BUSINESS

P. Armstrong mentioned his concerns with using ARPA funds for a new well and the costs associated with ownership and maintenance of the wells. He did not support using ARPA funds for a new well. It was decided that additional data is needed regarding costs of the water that is supplied to the town from the Cooperative School District.

ADMINISTRATIVE BUSINESS

1. Current Use Release & Land Use Change Tax (LUCT)

MBLU	Owner	Location	Acres Removed	LUCT
029-001-008	Raisanen Homes Elite LLC	46 Keyes Hill Rd	1.20	\$23,900

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029-001-009	Raisanen Homes Elite LLC	48+48A Keyes Hill Rd	2.02	\$23,900
029-001-010	Raisanen Homes Elite LLC	50+50A Keyes Hill Rd	1.11	\$23,900
TOTAL:				4.33 \$71,700

MOVED by Susan Benz seconded by Paul Armstrong that the Select Board approve the Current Use Release & Land Use Change Tax (LUCT) for MBLU 029-001-008, 029-001-009 and 029-001-010, as presented. Voting in favor of the motion were Petry, Le Doux, Benz, Armstrong and Towne. No one was opposed. The motion PASSED 5-0-0.

2. Approval of Warrants

a. Wages	\$169,649.28	09/30/2021
b. Accounts Payable	\$184,915.07	09/30/2021
c. Benefit Strategies	\$ 1,809.82	09/30/2021

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

3. Approval of Minutes

a. Public Minutes from 09/24/2021

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board approve the public meeting minutes from September 24, 2021. Voting in favor of the motion were Petry, Le Doux, Benz, and Armstrong. No one was opposed. Towne abstained. The motion PASSED 4-0-1.

b. Non-Public Minutes from 09/24/2021

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board approve the Non-Public meeting minutes from September 24, 2021 and keep them sealed. Voting in favor of the motion were Petry, Le Doux, Benz, and Armstrong. No one was opposed. Towne abstained. The motion PASSED 4-0-1.

c. Public Minutes from 09/27/2021

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board approve the public meeting minutes from September 27, 2021. Voting in favor of the motion were Petry, Le Doux, Benz, and Armstrong. No one was opposed. Towne abstained. The motion PASSED 4-0-1.

d. Non-Public Minutes from 09/27/2021

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board approve the Non-Public meeting minutes from September 27, 2021 and keep them sealed. Voting in favor of the motion were Petry, Le Doux, Benz, and Armstrong. No one was opposed. Towne abstained. The motion PASSED 4-0-1.

TOWN ADMINISTRATOR'S REPORT

The meeting schedule was announced through October 25, 2021. The next Select Board meeting is scheduled for October 25, 2021 at 6:30PM in the Town Hall Community Meeting Room. The Household Hazardous Waste Collection will take place on November 6, 2021 from 8AM-12PM at the Nashua City Park & Ride, located at 25 Crown Street, Nashua, NH. The mandatory 10-digit local dialing in New Hampshire will be effective on October 24, 2021. Additional information can be found on the town website. The 2022 Hollis

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Heritage Commission calendars are available for \$10 at Lull's Farm Stand, Brookdale Farm Stand, Dave's Dry Cleaners and Hollis Pharmacy.

PUBLIC COMMENT

Chief Boggis stated that there will be an Open House at the Hollis Fire Department on October 13, 2021 from 5:00PM-9:00PM. Discussion ensued regarding staffing at the Fire Department.

NON PUBLIC SESSION

RSA 91-A:3 II (c) reputation

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 (c) reputation. Voting in favor of the motion were Petry, Le Doux, Benz, Armstrong and Towne. No one was opposed. The motion PASSED 5-0-0.

The Board entered nonpublic session at 7:51PM

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

The Board came out of nonpublic session at 8:25PM.

ADJOURNMENT

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

The Board adjourned at 8:25PM.

Respectfully Submitted,

Christine Herrera, Assistant Town Administrator/Human Resource Coordinator