

HOLLIS SELECT BOARD
November 22, 2021
PUBLIC MINUTES 6:26 PM
Approved 12/06/2021

SELECT BOARD MEETING

Select Board present: Chair David Petry, Mark Le Doux, Paul Armstrong, Rick Towne and Susan Benz
Select Board absent: None
Staff present: Lori Radke, Town Administrator; Jacob Fitzgerald, Finance Director; Joan Cudworth, DPW Director; Fire Chief Boggis and Police Chief Hoebeke

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.

PRESENTATION

1. Energy Committee - Community Power Plan (Philip Stephenson)

P. Stephenson made a presentation to the board on Community Power. The four main benefits include local control, lower pricing, renewable energy and electricity market innovation. After some discussion, the board requested additional information, including potentially cost savings and a sample of the energy bill. The initial step would be for the town to adopt a Joint Powers Agreement, which would be reviewed by legal counsel prior to adoption. The following step would be to present a warrant article at Town Meeting before a plan can be implemented.

OTHER BUSINESS

P. Armstrong broached the topic of the trees on Monument Square and on the fields between Richardson Rd and Orchard Dr. An assessment was completed by UNH Cooperative District to determine which trees should be removed, relocated and/or in need of repair/pruning. P. Armstrong also met with an arborist about a plan for the trees. The cost was between \$50k and \$75K. Tom Dufresne, Conservation Commission Chair, stated that he spoke with the town attorney and confirmed that it would be a legitimate expense, should funds from the Conservation Commission be utilized for the cost of the project. It was requested that Tom obtain that information in writing, for reference. Labor and equipment costs were approximately \$36K-\$46K. T. Dufresne reported that although four (4) requests for proposals were sent out, they only received one (1) in return. D. Petry requested that they obtain at least two other proposals prior to moving forward.

NEW BUSINESS

1. Contingency Fund Expenditure Approval (\$3,140) Fire Alarm Dialers

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board approve the expenditure of \$3,140 for fire alarm dialers from the Contingency Fund. 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. 2022 Select Board Meeting Dates Approval

The Board reviewed the list of meeting dates for calendar year 2022, with one stipulation of meeting on April 25, 2022, if needed.

3. Sanders Search Contract Approval

MOVED by Paul Armstrong seconded by Susan Benz that the Select Board approve the contract with Sanders Search, for deed searches for the Town of Hollis. Voting in favor of the motion were Petry, Le Doux, Benz, Armstrong and Towne. No one was opposed. The motion PASSED 5-0-0.

HOLLIS SELECT BOARD
November 22, 2021
PUBLIC MINUTES 6:26 PM
Approved 12/06/2021

4. Town Hall Holiday Closure (December 17, 2021 at 12:00PM)

It was announced that the Town Hall will be closing at noon on December 17, 2021 for a holiday gathering.

OLD BUSINESS

1) 2022 Budget Review

a. Recreation Coordinator

It was announced that the town's Recreation Coordinator/Director, Brian Bumpus submitted his resignation from the position. Lori Radke, Town Administrator is planning to meet with B. Bumpus next week to discuss a transition plan.

b. Department Budgets

The Board discussed and reviewed certain line items within the operating budget. Topics of discussion include the following: Moderator budget; conferences and seminars budget; Energy Committee's budget; Trails Committee budget; Heritage Commission budget; engineering line, sand & gravel and Worcester and Wheeler Roads under the DPW budget; overtime and equipment under the Police budget; dues & publications under the Building & Septic budget; Emergency Management budget and the health agencies & hospital budget.

c. Capital Improvement Plan (CIP) / Municipal Buildings Trust Fund

The board's intent is to issue a warrant article in the amount of \$100,000 which will come from unassigned fund balance and not from taxes to fund the Municipal Buildings Trust Fund. Items of discussion include the two dump trucks for DPW, handicap ramp at Town Hall and improvements for Town Hall. Cost estimates are needed for the Town Hall projects.

2) Utility Revaluation Services Contract (Sansoucy Associates)

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board approve the contract with Sansoucy Associates for utility revaluation services. Voting in favor of the motion were Petry, Le Doux, Benz, Armstrong and Towne. No one was opposed. The motion PASSED 5-0-0.

COMMITTEE UPDATES

M. Le Doux stated that after meeting with the Budget Committee, there may be an option for the town to obtain relief from guidance for pension costs and the additional library cost.

ADMINISTRATIVE BUSINESS

1. Assessing

a. 2021 Property Tax Abatements

Case #	MBLU	Owner	Location	Amount to be Abated
2021-01 In-House	015-002	Town of Hollis-Walsh Lot	Rideout Rd	\$103.00
2021-02 In-House	059-022	Town of Hollis-Wetmore & Bellon Lot 1	29 Federal Hill Rd	\$121.00
2021-03 In-House	059-023	Town of Hollis-Wetmore & Bellon Lot 2	Federal Hill Rd	\$108.00
Total to be abated:				\$332.00

MOVED by Susan Benz seconded by Paul Armstrong that the Select Board approve the 2021 Property Tax Abatement for MBLU 015-002, 059-022 and 059-023, 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.

HOLLIS SELECT BOARD
November 22, 2021
PUBLIC MINUTES 6:26 PM
Approved 12/06/2021

b. Notice of Intent to Cut Wood or Timber

Operation #	MBLU	Owner	Location
21-223-12	003-030	William H Hall Jr Revoc Trust	Pepperell & Blood Roads
21-223-13	009-004	Town of Hollis	Fieldstone Drive

MOVED by Susan Benz seconded by Mark Le Doux that the Select Board approve the Notice of Intent to Cut Wood or Timber for Operation # 21-223-12 and 21-223-13, as presented. Voting in favor of the motion were Petry, Le Doux, Benz and Towne. No one was opposed. Armstrong abstained. The motion PASSED 4-0-1.

d. MRI Memo Regarding Manufactured Homes without Land

MRI recommended making adjustments to the valuation of manufactured homes in 2022. The full revaluation for the town will take place in 2023. The idea is to avoid having a significant increase all at one time, in 2023. By having a valuation in 2022 for an adjustment, then again in 2023 would ease into the overall increase instead of having a potentially significant increase all at one time. The Board agreed to table the discussion and decision until the next meeting.

2. Approval of Warrants

a. Wages	\$180,494.83	11/11/2021
b. Accounts Payable	\$422,947.17	11/11/2021
c. Benefit Strategies	\$ 1,948.66	11/11/2021

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 11/08/2021

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board approve the public meeting minutes from November 08, 2021. Voting in favor of the motion were Petry, Le Doux, Benz, Towne and Armstrong. No one was opposed. The motion PASSED 5-0-0.

b. Non-Public Minutes from 11/08/2021

MOVED by Paul Armstrong seconded by Mark Le Doux that the Select Board approve the Non-Public meeting minutes from November 08, 2021 and keep them sealed. Voting in favor of the motion were Petry, Benz, Le Doux, Towne and Armstrong. No one was opposed. The motion PASSED 5-0-0.

TOWN ADMINISTRATOR'S REPORT

The meeting schedule was announced through December 06, 2021. The next Select Board meeting is scheduled for December 6, 2021 at 6:30PM in the Town Hall Community Meeting Room. The Town Clerk's Office will be closed on Wednesday, November 24th. The Town Hall, Town Clerk and Transfer Station will be closed on November 25th and 26th. The 7th Annual Hollis Women's Club Luminaria and Gingerbread House Competition will take place on December 11th at 4:00PM at the Lawrence Barn Community Center. Hollis Heritage Commission calendars are available for \$10 at Lull's Farm Stand, Brookdale Farm Stand, Dave's Dry Cleaners and Hollis Pharmacy.

HOLLIS SELECT BOARD
November 22, 2021
PUBLIC MINUTES 6:26 PM
Approved 12/06/2021

PUBLIC COMMENT

Joe Garruba (Winchester Dr) questioned the language in the Joint Powers Agreement which was discussed in the Community Power Plan presentation, stating that membership is based on population and therefore Hudson and Nashua would have veto rights to any amendments to the agreement. The budget line item in the amount of \$37k within the Planning Department was questioned because it increased from \$30k.

NON PUBLIC SESSION

RSA 91-A:3 II (a) personnel 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 (a) personnel and (d) land acquisition. 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 8:19PM

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 (d) land acquisition. 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 9:00PM.

ADJOURNMENT

MOVED by Paul Armstrong seconded by Mark Le Doux 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 9:00PM.

Respectfully Submitted,

Christine Herrera, Assistant Town Administrator/Human Resource Coordinator