

HOLLIS SELECT BOARD
April 27, 2020
PUBLIC MINUTES 6:30 PM
Approved 5/11/2020

SELECT BOARD MEETING

Select Board present: Chairman Mark Le Doux, David Petry and Paul Armstrong
Select Board teleconference: Peter Band and Susan Benz
Select Board absent: None
Staff present: Lori Radke, Town Administrator; Dawn Desaulniers, IT Director and Joan Cudworth, DPW Director
Staff teleconference: None

COMMUNITY ROOM

Hollis Town Hall Community Room, located at 7 Monument Square, Hollis, New Hampshire.

ANNOUNCEMENTS

Due to the Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, the Select Board is using the Zoom platform to conduct this meeting electronically. The public is encouraged to listen and/or participate via Zoom. The meeting will also be available for viewing via Town Hall Streams. Lastly, if none of the methods stated above are working for a resident, they can call 603-465-2209 ext. 150. In the event that the public is unable to access the meeting, the Board will reschedule to another date.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited. The agenda was reviewed.

PUBLIC COMMENT

None

NEW BUSINESS

Covid-19 Update

The current stay at home order expires on May 4th. The Board discussed the possibility of reopening the trail system, by removing signage. Social distancing would still be highly encouraged.

Resignations

Holly Babcock, Old Home Days Committee

Moved by David Petry, seconded by Paul Armstrong that the Select Board accept the resignation of Holly Babcock of the Old Home Days Committee. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Nathan Michaels, Old Home Days Committee

Moved by David Petry, seconded by Paul Armstrong that the Select Board accept the resignation of Nathan Michaels of the Old Home Days Committee. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Cathy Hoffman, Conservation Commission & Planning Board

Moved by David Petry, seconded by Paul Armstrong that the Select Board accept the resignation of Cathy Hoffman of the Conservation Commission and the Hollis Planning Board. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Susan Durham, Zoning Board of Adjustment

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Moved by Davud Petry, seconded by Paul Armstrong that the Select Board accept the resignation of Susan Durham of the Zoning Board of Adjustment. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Appointment

Drew Mason, Zoning Board of Adjustment, Promotion to Regular Member (term exp 4/30/23)

Moved by Paul Armstrong, seconded by David Petry that the Select Board approve the appointment of Drew Mason to a Regular Member of the Zoning Board of Adjustment with a term expiration date of 4/30/23. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Matt Hartnett, Planning Board, Promotion to Regular Member (term exp 4/30/21)

Moved by Paul Armstrong, seconded by David Petry that the Select Board approve the appointment of Matt Hartnett to a Regular Member of the Planning Board with a term expiration date of 4/30/21. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Department of Public Works

2020 Road Paving

Director, Joan Cudworth informed the Select Board of a change order from R&D Paving to pave Deacon Lane and the concrete pad at the Transfer Station. The estimate to pave Deacon Lane is \$107,656.30 which is lower than the amount encumbered (\$134,000) for the project. Additionally, the estimate to pave the Transfer Station would be \$20,589 if the town removes the existing concrete pad, which DPW prefers. The estimated amount is also lower than the amount encumbered (\$23,380) for the project. It was clarified that the town is not required to use Newport Construction since the contract was complete.

Additionally, the following roads are scheduled for paving for the calendar year 2020: Irene Drive, Powers Road, Buttonwood Drive, Farm Pond Lane, Hickory Lane, Marian Drive, Meadow Drive, and Oak Wood Lane. The amount for that contract is \$601,695.14, which is lower than the budgeted amount by approximately \$32,000.

Moved by Mark Le Doux, seconded by Peter Band that the Select Board authorize DPW to proceed with awarding the contract for conclusion of paving of Deacon Lane for approximately \$107,000. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Moved by Mark Le Doux, seconded by Paul Armstrong that the Select Board award R&D Paving the contract to repave the concrete pad at the Transfer Station for approximately \$20,000. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Moved by Paul Armstrong, seconded by David Petry that the Select Board award R&D Paving the contract for the roads listed above for the 2020 calendar year, for \$601,695.14. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Transfer Station Recycle Update

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J. Cudworth requested approval to open up the mixed paper and newspaper at the Transfer Station, beginning April 28, 2020, since there is a need for fiber. Social distancing procedure will remain in effect. The revenue is \$35/ton for newspaper, however the cost to the town to dispose of the mixed paper is more than it is to recycle it. The intention is to start with a soft opening for the two papers and work towards opening the roll off for glass.

Moved by Paul Armstrong, seconded by David Petry that the Select Board reopen the roll off bins for newspaper and mixed paper at the Transfer Station. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Roadside Mowing

J. Cudworth was able to negotiate the contract with Daryl Pelletier down to \$19,500 for roadside mowing for the current year.

J. Cudworth looked into the purchase of a mower as an option for the DPW to perform the service, in-house. The benefits of purchasing a Brown Cutter Head mower highly outweighed the benefits of purchasing an attachment tractor. Since the cost of the Brown Cutter Head is \$30,850, it was recommended that the purchase be included in next year's budget and proceed with Daryl Pelletier to complete the roadside mowing for the current year. The cost for the tractor assembly is \$27,300, however the time for assembly, amount of storage needed, and annual maintenance fees does not make this purchase the recommended option. J. Cudworth assured the board that with appropriate time management, the mowing can be included into the seasonal DPW schedule.

Discussion included using the cost to contract the service, in the amount of \$19,500 towards the equipment purchase. Also, since the purchased of a flatbed trailer is not being pursued and is encumbered for DPW equipment, it can also be used towards the equipment purchase.

Moved by Mark Le Doux, seconded by Paul Armstrong that the Select Board authorize DPW Director, Joan Cudworth to acquire the Brown Cutter Head mower in the amount of \$30,850 for the current year. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Other

D. Petry reported that at the last Planning Board meeting, there was discussion about a particular file related to an approval of a subdivision on Nartoff Road. There is land that is being donated to the Conservation Commission pursuant to RSA 36, which provides the authority to receive land donations, without Town Meeting approval. The requirement is that they hold a public hearing before forwarding to the Select Board for approval. The question arose whether the Select Board had authority to acquire land without Town Meeting approval, so D. Petry wanted to clarify that the Conservation Commission will receive the land donation and forward to the Select Board for approval. The Select Board discussed the option of adopting RSA 41 back in November but was not pursued.

Discussion took place regarding the date for Town Meeting, which is currently scheduled for May 30th. The Board agreed to tentatively keep the date and utilize measures at the location in attempt to take preventative measures, including providing masks and hand sanitizer.

Al Fulchino discussed some ideas on how to handle the Memorial Day Celebration for this year. A. Fulchino requested that any dedications by the Select Board take place either before or after the ceremony.

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Moved by David Petry, seconded by Paul Armstrong that the Select Board authorize Al Fulchino to coordinate the Memorial Day Ceremony for the Town. Voting in favor of the motion were Le Doux, Petry, Band, Benz and Armstrong. No one was opposed. The motion PASSED 5-0-0.

ADMINISTRATIVE BUSINESS

Assessing Work

Report of Wood or Timber Cut

Operation #	MBLU	Owner	Timber Tax Levy
19-223-13	012-017-002 etc.	John V. Testa Revocable Trust	\$ 117.67
19-223-18	038-037	Raisanen Homes Elite, LLC	\$2,981.52
Total:			\$3,099.19

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board approve the Report of Wood or Timber Cut for Operation #19-223-13, 19-223-18, as submitted. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Notice of Intent to Cut Wood or Timber

Operation#	MBLU	Owner	Location
20-223-04	046-051	HCC for the Town of Hollis	Ludwig Siergiewicz Farm Mooar Hill Rd
20-223-06	036-030	Christopher & Morgan MacBean	South Merrimack Rd

MOVED by Mark Le Doux seconded by Paul Armstrong that the Select Board accept the Notice of Intent to Cut Wood or Timber for Operation #20-223-04 and 20-223-06, as submitted. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

2019 Abatement

Case #	MBLU	Owner	Location	Amount to be Abated
2019-LUCT-02	007-045-001	Richard & Mary Snell	Flagg Road	\$2,500.00

MOVED by Mark Le Doux, seconded by Paul Armstrong that the Selectmen approve the 2019 Abatement for Case #2019-LUCT-02, as recommended by MRI. Voting in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The motion PASSED 5-0-0.

Approval of Warrants

MOVED by David Petry seconded by Paul Armstrong that the Select Board approve the following warrants:

• Wages	\$ 169,242.26	04/16/20
• Accounts Payable	\$ 154,760.38	04/16/20
• Benefit Strategies	\$ 6,184.16	04/16/20

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

Approval of Minutes

Public Minutes from 04/13/2020

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192 *MOVED by Mark Le Doux seconded by David Petry that the Select Board approve the public meeting*
193 *minutes from April 13, 2020. Voting in favor of the motion were Le Doux, Petry, Benz, Band and*
194 *Armstrong. No one was opposed. The motion PASSED 5-0-0.*
195

196 **Meetings & Announcements**

197 The Energy Committee will meet on May 5, 2020 at 12:00PM. The Recreation Commission will meet on May
198 6, 2020 at 7:00PM. Historic District Commission will meet on May 7, 2020 at 6:30PM and the Souhegan
199 Regional Landfill District will meet on May 7, 2020 at 7:00PM. The Select Board will meet on May 11, 2020 at
200 6:30PM. Please check the website to see whether the meetings will take place in person or electronically.
201

202 The annual Town Meeting has been postponed until May 30, 2020 at 10:00AM at the Hollis Brookline High
203 School. Please check the town website for any updates.
204

205 M. Le Doux will not be able to attend the Budget Committee meeting scheduled for Tuesday, May 12, however
206 alternate member, Susan Benz will plan to attend.
207

208 **ADJOURNMENT**

209 *MOVED by Peter Band seconded by Susan Benz that the Select Board adjourn the meeting. Voting*
210 *in favor of the motion were Le Doux, Petry, Benz, Band and Armstrong. No one was opposed. The*
211 *motion PASSED 5-0-0.*
212

213 The Board adjourned at 7:21 PM.

214
215 Respectfully Submitted,
216 Christine Herrera, Assistant Town Administrator