

**BOARD OF SELECTMEN'S MEETING**

Selectmen present: David Petry, Vahrij Manoukian, Peter Band and Frank Cadwell  
Via Telephone: Mark Le Doux  
Staff present: Troy Brown, Town Administrator and Paul Armstrong, Volunteer Camera Operator.

**COMMUNITY ROOM**

Chairman Petry convened the August 26, 2013 Selectmen's meeting at 7:00 PM in the Town Hall Community Room.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**AGENDA REVIEW**

Troy Brown reviewed the Selectmen's agenda.

**NON-PUBLIC SESSION**

Mark Le Doux disconnected the telephone call prior to the non-public session at 7:03pm.

*MOVED by Peter Band seconded by Frank Cadwell that the Selectmen enter NON-public session in accordance with RSA 91-A:3-II (b) for hiring. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.*

The Board entered non-public session at 7:03 PM.

**CONCLUSION OF NON-PUBLIC SESSION**

*MOVED by Frank Cadwell seconded by Vahrij Manoukian that the Selectmen come out of NON-public session in accordance with RSA 91-A:3-II (b) for hiring. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.*

*MOVED by Frank Cadwell seconded by Vahrij Manoukian that the Selectmen seal the minutes of the NON-public session in accordance with RSA 91-A:3-II (b) for hiring. Voting in favor of the motion were Petry, Cadwell, Manoukian and Band. No one was opposed. The motion PASSED 4-0-0.*

The Board came out of non-public session and entered into public session at 7:17PM.

**PUBLIC COMMENT**

None

Mark Le Doux joined the meeting via telephone again at 7:19pm.

**MEETINGS**

**1. Cemetery Trustees, East Cemetery Flag Pole Lighting**

T. Brown recapped that the Board of Selectmen requested that a flag is erected on the existing flagpole at the East Cemetery. The flag must be lit at all times if flown 24 hours a day. The Cemetery Trustees agreed to erect a flag noting that the cost of the flag, which type of lighting to install and ongoing maintenance were the remaining issues. Dunwell Electric submitted a proposal that included several options.

The Town Administrator believed everyone was in favor of solar lighting.

53  
54 Doug Gagne, Cemetery Trustees Chairman spoke on behalf of the Trustees. Melinda Willis  
55 and Raul Blanche, Cemetery Trustees, were also present. The Trustees were in agreement  
56 that solar lighting would be the least disruptive and therefore they favored solar lighting. The  
57 flag pole was approximately 22 feet tall. Dunwell Electric recommended installing the  
58 lighting about 10 feet above the ground to prevent vandalism. The Trustees were concerned  
59 with the lighting interfering with the flag being flown at half staff. The Trustees felt the solar  
60 lighting would satisfy the regulation requiring a lit flag but felt the flag would be dimly lit.  
61 The flag would need to be replaced every 5 years, most likely.

62  
63 The Trustees asked who would be responsible for raising and lowering the flag.

64  
65 V. Manoukian thanked the Trustees for agreeing to erect a flag at East Cemetery. He felt that  
66 a flag should be installed at every cemetery in Town. F. Cadwell felt that the Department of  
67 Public Works would be the appropriate department to raise and lower the flag at least  
68 Monday through Friday. Everyone agreed that Option 1 to install solar lighting was the best  
69 choice. The cost is \$332.00. The Trustees agreed to expend the funds from their budget. The  
70 Board of Selectmen agreed to support the Trustees with the cost of ongoing maintenance of  
71 the flag.

72  
73 *MOVED by Vahrij Manoukian seconded by Frank Cadwell that the Selectmen approve the*  
74 *erection of a flag and installation of solar lighting on the flagpole located at East Cemetery*  
75 *on Wheeler Road. Voting in favor of the motion were Petry, Manoukian, Cadwell, Band and*  
76 *Le Doux. No one was opposed. The motion PASSED 5-0-0.*

77  
78 **2. Anna Birch, Nichols Field Playground**

79 Anna Birch and Sarah Burns approached the Board. A. Birch explained that a group of  
80 residents have been exploring the idea of expanding the playground at Nichols Field and the  
81 Library. Most of the feedback was from parents at sporting events. They are calling the effort  
82 the Hollis Playground Project. At Nichol's Field, they are considering a 25'x75' area where  
83 the current swing set is. They plan to fundraise \$35,000 - 40,000 from donations by residents.  
84 They have spoken to Carolyn Madden, Old Home Days Chair about the project. The major  
85 concern is a power hub located in the vicinity of the current swing set and proposed  
86 playground area. A. Burns stated that her committee is back to brainstorming because of the  
87 power hub. They are considering alternate locations.

88  
89 F. Cadwell explained the Playground Committee has attended several Recreation  
90 Commission meetings, including one site visit to Nichols Field. They have a hit a few road  
91 blocks. F. Cadwell would like the Board to weigh in on the project prior to the project  
92 proceeding any further. A. Birch suggested a few alternate locations. D. Petry agreed with the  
93 idea and approach. The Board discussed other locations and parcel restrictions at Nichol's  
94 Field. They also discussed relocating the pole that would interfere with the playground  
95 expansion. D. Petry stated that land was available across the street. The Recreation  
96 Commission needs to come up with a long range plan. D. Petry felt the Board should invite  
97 the Recreation Coordinator to a Selectmen's meeting to discuss the project. Other Board  
98 members agreed.

99  
100 A. Birch brought the Board's attention to the playground at Little Nichol's Field (behind the  
101 Hollis Social Library). She felt that her Committee could begin fundraising for that  
102 playground. There was a large structure and two swing sets. She hoped to build a new  
103 playground in that location by next spring.  
104 She hoped to have a site visit with the Recreation Commission. D. Petry asked that she make

105 sure that no deed restrictions or easements exist but was on board with the project.  
106 M. Le Doux felt the priority should be the Little Nichols's Playground. V. Manoukian  
107 supported the committee and their approach. D. Petry asked the Town Administrator to invite  
108 the Recreation Coordinator to the next Board meeting on Monday, September 9, 2013. He  
109 also invited A. Birch and S. Burns to attend the meeting.  
110

### 111 3. Joe Lessard, MRI

#### 112 a. Assessment Update

113 J. Lessard directed the Board to review the letter written by Vision Government  
114 Solutions (Vision) dated August 26, 2013. The 2013 valuation update is not complete  
115 but Vision intends to have letters mailed to residents by August 29, 2013. Vision will  
116 begin taking telephone calls immediately and also holding hearing in the middle of  
117 September.  
118

119 The preliminary values have decreased about 7% since 2012.

120	2013 Preliminary Value=	\$1,237,769,323
121	2012 Assessed Value=	\$1,326,827,623
122		(-\$89,058,300)

123  
124 D. Petry pointed out that the data was collected through March 31, 2013. It was his  
125 opinion that the values would be different if the data was used through present day.  
126 Many homes have sold since March showing an increase to property sale prices.  
127

128 M. Le Doux asked what the Board was supposed to do with the data. D. Petry asked  
129 if the reduction should be applied across the Town. J. Lessard did not think so. Two  
130 like properties should be adjusted the same. D. Petry questioned what the resident  
131 could do once they receive the letter. J. Lessard recommended they contact Vision for  
132 an explanation, offer new information to be considered and ask questions. After the  
133 hearings are conducted, Vision will finalize the values and bring them to the Board  
134 for a decision. D. Petry wants to ensure that all residents are treated equally. MRI  
135 will be monitoring the hearings to make sure that properties are all treated equally.  
136 J. Lessard confirmed that the hearings will be held by Vision personnel although  
137 MRI personnel will be present at the hearings.  
138

139 M. Le Doux asked if a letter would be mailed to every parcels property owner in the  
140 Town. J. Lessard confirmed and restated that the letters will be mailed by August 29,  
141 2013. M. Le Doux stated that tax bills will be mailed in October/November for  
142 payment in December based on the new valuations which will result in an increased  
143 tax rate. J. Lessard confirmed.  
144

145 P. Band pointed out that if the valuation drops 7% and the tax rate increases 7%; the  
146 same amount of money is raised. The amount paid in taxes is driven by spending.  
147 M. Le Doux pointed out that individual property owners will have increased assessed  
148 value even though the Town's valuation is less and vice versa. Board members  
149 discussed the timing of the hearings. D. Petry felt mid September was not enough  
150 time for a resident to respond. D. Petry would like the steps of this process on the  
151 website as soon as possible, including the letter mailing date and hearing dates.  
152

#### 153 b. Land Use Change Tax Abatements

- 154 i. Case #'s LUCT 2013-002, 2013-003, 2013-004  
155 Owner: L&H Trust, Sharon Howe, Trustee

156 Properties: Ranger Rd, 026-067-001; 9 Benjamins Way, 026-067-002; & 12  
157 Benjamins Way, 026-067-004  
158

159 Ms. Howe, property owner, submitted LUCT Abatement applications for the three  
160 properties referenced above, based on recent development of the property for the  
161 Common Driveway and drainage system on 026-067-001. Joseph Lessard, Municipal  
162 Resources, Inc. stated that Lot 067-001 contained a drainage easement and fire pond. The  
163 Land Use Change Tax was issued on the basis that all of the lots were the same value.  
164 The owner felt the assessment should be less for Lot 067-001. The owner did not request  
165 a specific amount nor did the J. Lessard recommend a specific amount. J. Lessard stated  
166 that if the fire pond was not on the lot (lot 067-001 is 2 acres) and the lot was 1.6 acres, it  
167 would have \$4,000 less assessed value.  
168

169 The property owner did not ask for a specific reduction and J. Lessard was unsure if the  
170 Board would like to reduce the value based on the above reason. Currently all three lots  
171 are valued at \$147,500.00. F. Cadwell asked if Lot 067-001 should be valued at  
172 \$143,500.00. J. Lessard stated that if the fire pond were not included in the assessment  
173 the land would be valued at \$143,500.00. J. Lessard explained that lots are removed at  
174 the value at the time of disturbance. In this case, this was when the driveway began  
175 construction. J. Lessard stated that the value of \$147,500.00 is a lower value because of  
176 the timing of the issuance of the change tax.  
177

178 J. Lessard recommended a value of \$147,500.00 on Lot 067-001 although he would also  
179 recommend \$145,500.00 based on the discussion above. He would support a \$2,000  
180 reduction in value.  
181

182 The major issue was the removal of Lots 067-002 & 067-004 from current use. The  
183 property owner disagreed with the decision of the assessor to remove them. J. Lessard  
184 explained the current use laws. He explained why the lots were removed. Once there is  
185 no longer 10 contiguous acres, land must be removed. Also, a new BTLA decision  
186 dictated that if part of a lot is disturbed the entire lot must be removed. In this case, part  
187 of all four lots were disturbed, therefore they were all removed from current use.  
188

189 D. Petry summarized the letter written to the Board of Selectmen by the property owner.  
190 Two lots were removed from current use because of construction of the common  
191 driveway. The lots should not have been removed for this reason. They two lots (067-002  
192 & 067-004) should not be removed from current use until they are sold. S. Howe,  
193 property owner, referenced a letter written by the Assessing office on December 7, 2009.  
194 The letter stated that construction of the common driveway may be constructed without  
195 impact on the current use eligibility. The Board questioned if the Assessor was aware of  
196 the letter. J. Lessard had never seen the letter before. M. Le Doux requested that the case  
197 is tabled until the matter can be resolved between the applicant and the assessor.  
198

199 The Board decided to take the request under advisement. The Board asked that the  
200 Assistant to the Assessor is invited to the next meeting to discuss the case. The Board  
201 invited the property owner to attend the next meeting as well. F. Cadwell asked if any  
202 statutes changed from 2002 until now. J. Lessard stated that there have been several court  
203 decisions on this matter. F. Cadwell felt the court decisions were an important factor  
204 when reviewing the case. F. Cadwell pointed out that the process began in 2002 and the  
205 decision regarding construction of driveways was made in 2009.  
206

207 *MOVED by Mark Le Doux that the case is tabled until Assessor, Assistant to the Assessor*  
208 *and the property owner can discuss the facts and the Assessor can make a*  
209 *recommendation to the Board. The motion was not seconded.*

- 210  
211 ii. Case #'s LUCT 2013-005 (A-B-C)  
212 Owner: Owner: Flint Rock Corp; Atty. Jay Leonard, Representative.  
213 Properties: Properties: 006-010-011, 28 Blacksmith Lane; 006-010-014,  
214 Blacksmith Lane; & 006-010-015, Blacksmith Lane  
215

216 M. Le Doux stated that the Board has received a recommendation from the Assessor. The  
217 property owner and the Town have reached an agreement. J. Lessard stated that a portion  
218 of the taxes were paid. J. Lessard recommended issuing additional land use change taxes  
219 of \$47,400.00. He also recommended abating \$9,100.00 on the three lots that were over  
220 assessed.

221  
222 *MOVED by Mark Le Doux seconded by Vahrij Manoukian that the Selectmen sign and*  
223 *approve the Land Use Change Tax and Current Use Release as recommended by*  
224 *Municipal Resources Inc. as presented. Voting in favor of the motion were Petry, Le*  
225 *Doux, Band, Cadwell and Manoukian. No one was opposed. The motion PASSED 5-0-0.*  
226

## 227 NEW/OLD BUSINESS

### 228 1. **Police Chief Sartell:**

229 The Chief made four hiring recommendations for the Board to consider after providing a  
230 brief background summarizing qualifications and experience for each individual.  
231

232 The first three requests were on behalf of the Police Department. The Communication  
233 Advisory Board made the recommendation to promote a part-time employee (already serving  
234 as a communications specialist) to the vacant full-time Communications Specialist position.  
235

#### 236 a. **Hiring of Police Officer**

237 This is a vacant position being filled. The Police Chief drafted a training agreement  
238 that he intends to execute with Daniel Bliss. The document is under legal review.  
239 Basically, if the employee left employment he/she would need to reimburse the Town  
240 on a pro rated basis for training cost. D. Bliss will begin the upcoming police  
241 academy being held in mid September.  
242

243 *MOVED by Vahrij Manoukian, seconded by Mark Le Doux that the Selectmen*  
244 *authorize the hiring of Daniel Bliss as full-time police officer, effective September 4,*  
245 *2013. Voting in favor of the motion were Petry, Cadwell, Le Doux, Manoukian and*  
246 *Band. No one was opposed. The motion PASSED 5-0-0.*  
247

#### 248 b. **Hiring of Part Time Police Officer**

249 The Board has approved the hiring of two part time police officers. This request was  
250 to hire the second part-time officer. A training agreement will not be entered into  
251 with this employee unless the status changes to full time.  
252

253 *MOVED by Vahrij Manoukian, seconded by Mark Le Doux that the Selectmen*  
254 *authorize the hiring of Mitchell Cardona as part-time police officer, as presented.*  
255 *Voting in favor of the motion were Petry, Cadwell, Le Doux, Manoukian and Band.*  
256 *No one was opposed. The motion PASSED 5-0-0.*  
257

#### 258 c. **Hiring of Administrative Assistant**

259 This is a vacant position being filled after a retirement.

260

261 *MOVED by Vahrij Manoukian, seconded by Mark Le Doux that the Selectmen*  
262 *authorize the hiring of Deanna Denman as a full-time Administrative Assistant, as*  
263 *presented. Voting in favor of the motion were Petry, Cadwell, Le Doux, Manoukian*  
264 *and Band. No one was opposed. The motion PASSED 5-0-0.*

265

266 **d. Hiring of Communication Specialist**

267 This is transfer from part-time to full-time status to fill a vacancy. This position will  
268 be covered by the Collective Bargaining Agreement. The employee will be subject to  
269 a six month probationary period subject to the contract.

270

271 *MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen authorize*  
272 *the promotion of Jayne Belanger to a full-time Communication Specialist, as*  
273 *presented. Voting in favor of the motion were Petry, Cadwell, Le Doux, Manoukian*  
274 *and Band. No one was opposed. The motion PASSED 5-0-0.*

275

276 J. Sartell would like to introduce all four employees to the Board whenever it is convenient  
277 for the Board to have them attend a meeting.

278

279 **2. Special License, Hollis Woman's Club Apple Festival**

280 The Board reviewed a special license submitted by the Hollis Woman's Club for the Apple  
281 Festival being held on October 6, 2013. The license was approved by the Police Chief and  
282 Fire Chief.

283

284 *MOVED by Vahrij Manoukian, seconded by Peter Band that the Selectmen approve and*  
285 *authorize the Chairman to sign the special license for the Hollis Woman's Club and Town*  
286 *Band, as presented. Voting in favor of the motion were Petry, Le Doux, Cadwell, Manoukian*  
287 *and Band. No one was opposed. The motion PASSED 5-0-0.*

288

289 **3. Constitution Week Proclamation**

290 P. Band read the proclamation designating the week of September 17<sup>th</sup> through the 23<sup>rd</sup> as  
291 Constitution Week. This year marks the two hundred and twenty-sixth anniversary of the  
292 signing of the U.S. Constitution.

293

294 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen sign the*  
295 *proclamation for Constitution Week, as presented. Voting in favor of the motion were Petry,*  
296 *Cadwell, Le Doux, Manoukian and Band. No one was opposed. The motion PASSED 5-0-0.*

297

298 Troy Brown stated that the Daughters of the American Revolution (DAR) requested to  
299 display a 2'x 4' banner on the front lawn of Town Hall. The Board agreed and approved the  
300 request.

301

302

303 **4. Appointment**

304 **a. Brian Stelmack, Planning Board Alternate (tern exp 04/30/2016)**

305 The Board received a recommendation from Ed Makepeace, Chairman, to appoint Brian  
306 Stelmack as an alternate member of the Planning Board. The term of this position will  
expire on April 30, 2016.

307 *MOVED by Frank Cadwell seconded by Vahrij Manoukian that the Selectmen appoint*  
308 *Brian Stelmack as an alternate member to the Planning Board (term ends April 30,*

309 2016). Voting in favor of the motion were Petry, Le Doux, Manoukian, Band and  
310 Cadwell. No one was opposed. The motion PASSED 5-0-0.  
311

312 **5. 2013/14 Heating Fuel Bids (School & Town)**

313 The Business Administrator contacted the Town Administrator to inform the Town that he  
314 was able to negotiate the same price for heating fuel as last year with Shattuck Oil. He  
315 extended the opportunity to the Town. The price per gallon is \$3.19. M. Le Doux  
316 recommended extended the contract to secure heating fuel at \$3.19 per gallon.  
317

318 *MOVED by Mark Le Doux seconded by Peter Band that the Selectmen join the school and*  
319 *renew the contract with Shattuck Oil and secure heating oil for \$3.19 per gallon. Voting in*  
320 *favor of the motion were Petry, Le Doux, Manoukian, Band and Cadwell. No one was*  
321 *opposed. The motion PASSED 5-0-0.*  
322

323 **6. RC Airplane Ordinance Discussion**

324 The Town Administrator requested direction from the Board. Radio Controlled aircraft has  
325 been discussed several times. He believed the Board at one time wanted him to draft an  
326 ordinance to regulate the aircraft. He noted that even if the aircraft was regulated on Town  
327 property via town ordinance, the regulations would not apply on school property.  
328

329 Although P. Band did not technically advocate the adoption of a new ordinance, he stated that  
330 the problem has continued and it creates a significant disturbance of peace. P. Band  
331 reminded the Board that Steve McCalmont offered to work with the Board to adopt a  
332 document outlining best practices. P. Band would like to contact S. McCalmont for an update  
333 on his progress.  
334

335 The Town Administrator was asked by the Board to invite Steve McCalmont to the next  
336 Board meeting for further discussion.  
337

338 **7. Town Hall Exterior Project**

339 The Town Administrator presented a change order proposal. The changes included an  
340 upgraded basement window and tempered glass, copper flashing and chimney repair. The  
341 cost for the additional work is \$ 5,945.67. The project is going extremely well. 90% of the  
342 second floor windows (stained glass) have been removed and sent to be restored. The first  
343 floor windows will be installed by the first week of October. It will be a slow process and will  
344 take several weeks to install the first floor windows. Most of the siding has been removed. A  
345 majority of the barn board looked good. It has been determined that the beehive located  
346 behind the chimney (in the exterior wall of the building) is inactive. Because the hive is  
347 inactive, it is a low priority and will be addressed when the siding project is complete. The  
348 hive could be as tall as 5 feet.  
349

350 *MOVED by Mark Le Doux seconded by Peter Band that the Town Administrator posts the*  
351 *Town Hall Contract Change Order Proposal on the website and the Selectmen authorize*  
352 *payment of \$5,945.67 to D. L. King & Associates, Inc., as presented. Voting in favor of the*  
353 *motion were Petry, Le Doux, Manoukian, Band and Cadwell. No one was opposed. The*  
354 *motion PASSED 5-0-0.*  
355

356 T. Brown carried a message relayed to him by the general contractor. The painting company  
357 hired was very concerned with white stain and highly recommended using a solid white paint.  
358 The stain is latex based now and the quality has changed so much over the years. The stain is  
359 not longer oil based and the Town will get better performance from paint. The Board  
360 discussed the pros and cons of paint and stain. Paint peels and stain does not. V. Manoukian

361 would like to proceed with using stain on the exterior. M. Le Doux agreed. T. Brown  
362 informed the Board that the painting company offered to send a representative to a Board  
363 meeting to discuss the matter further. P. Band felt it would be beneficial to invite the expert  
364 (paint representative) in to a meeting discuss the benefits of using paint. Majority of the  
365 Board members were against using paint and inviting the representative in to a meeting.  
366

#### 367 **8. Farley Building Project**

368 D. Petry recapped that at the last Board meeting the Hollis Heritage Commission was thanked  
369 for their efforts and the Board of Selectmen resumed control of the Farley Building Project.  
370 The Board decided to move forward with completing work using the list of recommendations  
371 in the Farley Building Committee report. After the Heritage Commission attended the last  
372 Board meeting, they Commission called a special meeting to discuss their concerns. Several  
373 Selectmen attended the Heritage Commission meeting. Selectmen and Heritage Commission  
374 members agreed to work mutually to complete the project. It was agreed that the Board of  
375 Selectmen would obtain the quotes and execute the contracts. There may be volunteer work  
376 associated with the project that will not be compensated with the funds. T. Brown was  
377 directed to obtain all of the project documents from David Sullivan, HHC Chairman.  
378

379 T. Brown was asked to review the Farley building study, related reports and begin the project.  
380 T. Brown made an executive decision. The Town Hall contractor had a lift and three days  
381 available because of a siding order being delayed at Town Hall. He asked the contractor to  
382 provide an estimate for roof repairs and siding repairs at the Farley Building. The cost was  
383 under \$3,000 for both bids. The amount of the bids did not require a competitive bid process.  
384 The contractor was ready to begin work this morning if T. Brown gave the approval to  
385 proceed the previous Friday. He gave approval. The roof and siding repairs should be  
386 completed by tomorrow. The chimney repairs still need to be done. He was considering  
387 hiring the same company to complete the chimney repairs. They already have a lift and Town  
388 Hall so the price should be cost effective. Mold Remediation still needs to be done. The  
389 Town Administrator is in the process of obtaining quotes for mold remediation.  
390

391 D. Petry stated that mold was found throughout the building. The Heritage Commission  
392 planned to begin the project with hiring someone for mold remediation. It didn't make sense  
393 to the Board of Selectmen to remediate mold before repairing the leaking roof and siding. M.  
394 Le Doux agreed and applauded the Town Administrator for using the existing resources to  
395 accomplish the job. M. Le Doux approved repairing the chimney with the same contractor.  
396 The bulkhead is also leaking and needs repairs. The Board planned to address the issue.  
397 D. Petry asked that photos are taken of the chimney prior to any work beginning. F. Cadwell  
398 stated that the Heritage Commission has already documented the details of the chimney.  
399 T. Brown stated that the chimney, gutters, bulkhead, louvers and mold abatement were the  
400 remaining items.  
401

#### 402 **9. Committee Reports**

403 **Cable Committee** – M. Le Doux thanked the Board for authorizing the legal expenditure for  
404 the Committee to proceed with the review of the TDS contract. The contract has been turned  
405 over to TDS.  
406

407 **Budget Committee** – P. Band stated that the Budget Committee is meeting on September 10,  
408 2013. They are requesting a list of the Capital Improvement Plan priorities. They also would  
409 like the Police Chief to attend the meeting to discuss his budget as it related to his department  
410 staffing.  
411

#### 412 **10. Other**



413 **DPW Budget** – D. Petry wondered if the acting DPW Director had any input on the 2014  
414 budget. F. Cadwell took the opportunity to inform the Board that fire escape repairs needed to  
415 be made at the Ever Ready Engine House. The cost is \$2,530.00.  
416

417 *MOVED by Frank Cadwell seconded by Peter Band that the Selectmen authorize the*  
418 *expenditure of \$2,530.00 to repair the fire escape at the Ever Ready Engine House, as*  
419 *presented. Voting in favor of the motion were Petry, Le Doux, Manoukian, Band and*  
420 *Cadwell. No one was opposed. The motion PASSED 5-0-0.*  
421

422 **Lawrence Barn Community Center**– The painting of the Lawrence Barn was completed  
423 and came out excellent.  
424

425 **Heritage Commission** – D. Petry informed the public that the Commission is selling  
426 calendars with beautiful Hollis photos for each month, including Town Hall.  
427

#### 428 ADMINISTRATIVE BUSINESS

429 **1. Approval of Public Minutes 08/12/13**

430 *The public meeting minutes of August 12, 2013 were tabled.*  
431

432 **2. Approval of Public Minutes 08/16/13**

433 *The public meeting minutes of August 16, 2013 were tabled.*  
434

435 **3. Approval Non-Public Minutes 08/16/13**

436 *The non-public meeting minutes of August 16, 2013 were tabled.*  
437

438 **4. Weekly Meetings & Announcements**

439 D. Petry announced the board and committee meetings for the week of August 25, 2013 –  
440 August 31, 2013.  
441

442 **5. Assessing Administrative Work**

443 **NOTICE OF INTENT TO CUT WOOD OR TIMBER**

444 Operation #: 13-223-13-T                      Owner: George & Gloria Burton  
445 Map/Lot: 017-002                                Location: 157 Proctor Hill Road  
446 Acreage: 22.00                                    Acreage of Cut: 5.00

447 The property owner is conducting a timber cut over a portion of his property, as allowed per  
448 RSA. Aaron Fyfe is the logger in charge of the project. All property taxes have been paid to date  
449 and no bond is required.  
450

451 Operation #: 13-223-14-T                      Owner: George & Gloria Burton  
452 Map/Lot: 017-013-001                        Location: Proctor Hill Road  
453 Acreage: 14.12                                    Acreage of Cut: 10

454 The property owner is conducting a timber cut over a portion of his property, as allowed per  
455 RSA. Aaron Fyfe is the logger in charge of the project. All property taxes have been paid to date  
456 and no bond is required.  
457

458 *MOVED by Vahrij Manoukian, seconded by Frank Cadwell that the Selectmen sign the*  
459 *Notice of Intent to Cut Wood or Timber, as presented. Voting in favor of the motion were*  
460 *Petry, Cadwell, Le Doux, Manoukian and Band. No one was opposed. The motion PASSED*  
461 *5-0-0.*  
462

463 **ADJOURNMENT:**

464            *MOVED by Vahrij Manoukian seconded by Mark Le Doux that the Selectmen adjourn. Voting in*  
465            *favor of the motion were Petry, Cadwell, Manoukian, Le Doux and Band. No one was opposed.*  
466            *The motion PASSED 5-0-0.*

467  
468    The Board adjourned at 8:56PM.

469  
470    Respectfully submitted,  
471    Kimberly Dogherty, Assistant Town Administrator

472  
473