

BOARD OF SELECTMEN

April 3, 2006

Selectmen present: Peter Band, Vahrij Manoukian and Ray Lindsay

Absent: Melinda Willis and Richard Walker

Staff present: Cath Hallsworth, Director of Administration; Cathy Hoffman, Secretary

COMMUNITY ROOM (6:00 PM)

POLICE CHIEF RUSSELL UX, LIEUTENANT JAY SARTELL AND ANDREW MACINNIS

Chief Ux and Lt. Sartell introduced Andrew MacInnis, candidate for the new police officer position, to the Board. Chief Ux stated that A. MacInnis lives in Londonderry, New Hampshire, has a degree in criminal justice from Northeastern University and has successfully completed the department's intensive testing and screening process. If approved by the Board, he would start training at the 140th New Hampshire Police Academy. Training begins April 10th and continues through June 29th. Chief Ux recommended that the Selectmen approve A. MacInnis' appointment as a new Hollis police officer.

R. Lindsay questioned if A. MacInnis knew much about the Town of Hollis. A. MacInnis responded that he has learned about the Town by visiting the Town's and the Police Department's websites. He stated that if appointed, one of his goals would be to get out and meet the citizens, coaches, business owners and community leaders of Hollis. V. Manoukian stated that the Hollis Police Department is well regarded by the Town's citizens and other police departments because of the high standards to which all of the officers are held.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen approve the appointment of Andrew MacInnis as a new Hollis Police Officer, as recommended by Police Chief Russell Ux. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

Vehicle Replacement: Chief Ux stated that the department would like approval from the Selectmen to expend available funds to purchase a new cruiser. The 2003 vehicle has 98,000 miles on the odometer and is scheduled for replacement. It will be replaced with a 2006 Crown Victoria. MHQ Municipal Vehicles, based in Marlboro, Massachusetts, submitted the lowest bid of \$22,103. Their bid was \$1,000 less than the New Hampshire State bid. Chief Ux recommended that the Board accept this bid for the new cruiser.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen accept the bid from MHQ Municipal Vehicles in the amount of \$22,103 for the new police cruiser, as recommended by Police Chief Russell Ux.

Chief Ux explained that it would take about thirty days to equip and put the new vehicle into service. The old cruiser would be put up for auction.

Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

C. Hallsworth informed the Board that the Local Government Center has refunded the \$1,000 deductible from the November accident, which involved one of the department's newest (2005) cruisers. The responsible party's insurance company paid this deductible. This cruiser was replaced rather than repaired.

ART ANDREWS, OMBUDSMAN FOR THE EMPLOYER SUPPORT OF THE GUARD AND RESERVE (ESGR)

A. Andrews explained that the ESGR is an organization within the Department of Defense (DOD). ESGR was established to promote cooperation and understanding between National Guard members and Reserve forces and their civilian employers. Every U.S. state and territory has an ESGR organization assigned to it. ESGR's mission is to insure that all parties abide by the Uniformed Services Employment and Reemployment Rights Act (USERRA). ESGR also has an awards program that recognizes employers who support their employees who are members of the Guard or Reserves.

The Town of Hollis has one employee, Police Sergeant Richard Mello, who is a reservist. He nominated Chief Russell Ux for ESGR's 5-Star Employer Award. Chief Ux felt that this award should go to the Town. A. Andrews presented the Board and Chief Ux with a framed certificate recognizing the Town for its employee support, above and beyond what the law requires. In particular, the Town through its contract with the union, would make up the pay differential and maintain health insurance for the Guardsman or Reservist employee and his or her family if he or she were called to active duty. A. Andrews added that this 5-star award is the highest given and is a statement of Town's support of the National Guard and Reserve.

Board members thanked A. Andrews for recognizing the Town's supportive policies regarding Guard and Reserve military service.

RICHARD BROWN, HAYDEN ROAD

R. Brown presented a proposal that he felt could potentially save the Town money. He stated that he lives on Hayden Road. In March, he observed the street sweeper working his way up Hayden Road. He believes that it is a waste of time sweeping Hayden Road because there is never a lot of sand that collects on the road. He thinks that the Town could save money by only sweeping the roads that need it. He also suggested that the street sweeper ride with the brushes up in areas that do not have a lot of sand. This would allow for a faster transit to those areas on the roads that need to be swept.

Board members agreed that Department of Public Works Director Arthur LeBlanc should be consulted regarding these suggestions.

CORRESPONDENCE AND OTHER BUSINESS

Memorial Day: C. Hallsworth reminded the Board that the Selectmen are responsible for finding a guest speaker for the Memorial Day Ceremony. The Board is also responsible for the closing remarks. She asked the Board to think about possible speakers for this event. C. Hoffman suggested Art Andrews, who in addition to being a volunteer for the ESGR, is also a veteran. R. Lindsay noted that Warren Coulter, who was recognized by the veterans at the March Town Meeting, would be another possible choice for a speaker.

Budget Committee Update: V. Manoukian informed the Board that he attended the March 27th Budget Committee meeting in place of M. Willis. Bill Beauregard was welcomed as the new School Board representative and Tom Jambard was welcomed as a new Budget Committee member. Mike Harris was re-elected Chairman and Chris Hyde was also re-elected as Vice Chairman.

The Committee discussed the pros and cons of last year's budget. M. Harris suggested and C. Hyde agreed that when the Town is hiring a new employee, the salary should be calculated for a full year and not just for the months the employee would be working during the current year. Budget Committee member Mort Goulder suggested several additional modifications to the Budget Committee's procedures such as including bond items, excluding land purchases, in the target budget. Another of M. Goulder's suggestions was to use a lower number for the Consumer Price Index (CPI), which determines the percentage used to calculate Town employees' annual cost of living adjustment (COLA). For consistency, the Budget Committee has used the August CPI number, realizing that in some years the December CPI number would be higher and in other years the end of the year percentage would be lower. Overall M. Harris was satisfied with the Town Budget.

V. Manoukian stated that he did point out to the Budget Committee that the Town has reduced costs by switching to a

self-funded insurance program and by changing banks.

V. Manoukian stated that the Budget Committee also discussed the school budget. The special education budget has increased to 16% of the total budget. M. Goulder felt that budget limits should be set on special education spending. If the budget were overspent, then the funding would have to come out of another budget line.

Heritage Commission Update: P. Band attended the March 27th Heritage Commission meeting. He stated that the main topic discussed was the Lawrence Barn project. Issues include the new septic system and integrating the construction process with the ongoing recreational activities. He noted that C. Hallsworth, A. LeBlanc, Kevin McDonnell and J. Cram were part of a newly formed team that would be working to analyze issues and come up with solutions. They would also keep communication lines open between the various groups involved.

Letter Regarding Land and Water Conservation Fund Grants: The Community Outreach Specialist for the Department of Resources and Economic Development (DRED) has contacted the Selectmen's office regarding inspections of Town properties that have received LWCF grant money. Land Stewardship Committee Chairman Peter Baker and Conservation Commission Chairman Tom Dufresne will be participating in the inspections of properties in the Flints Brook area.

Letter from the Souhegan Valley Chapter of the American Red Cross: The Board received a letter from the Souhegan Valley Chapter of the American Red Cross thanking the Town for the charitable donation of \$2,000. This donation will be used for local disaster services.

Acceptance of Funds on Behalf of the Heritage Commission: Heritage Commission Finance Officer Bob Leadbetter has requested that the Selectmen accept funds on behalf of the Heritage Commission in the amount of \$20.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen accept donations totaling \$20 on behalf of the Heritage Commission for the Lawrence Barn project. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

New Modulator: C. Hallsworth announced that due to the efforts of Bruce Harrison and Jim Belanger, a new modulator would be installed at the Charter Communications station in Pepperell. The modulator should be on line by Wednesday April 5th.

Selectmen's Representative to the Historic District Commission: R. Lindsay volunteered to attend the April 6th meeting of the HDC in place of Richard Walker.

Appointments to Boards and Committees: At the recommendation of Land Protection Study Committee (LPSC) Co-Chairman Gerry Gartner, the Board appointed Mark Johnson as a member of the LPSC.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen appoint Mark Johnson as a member of the Land Protection Study Committee with a term to expire on April 30th, 2007. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

William Gorham has volunteered to serve as a Trustee of the Trust Funds until the next election.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen appoint William Gorham as a Trustee of the Trust Funds, with a term to expire on March 13th 2007. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

The Board appointed Cathy Hoffman to act as the temporary designated Ex-Officio Selectmen's Representative to the Planning Board in place of Richard Walker.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen appoint Cathy Hoffman as the temporary designated Ex-Officio Selectmen's Representative to the Hollis Planning Board with a term to expire on July 31st, 2007. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

SIGNATURES

The Board signed the following:

- Intent to Tax Property notices- C. Hallsworth explained that these notices are sent out each year to land owners with property that has structures on it owned by other persons. These letters, in accordance with RSA 73:16-a, notify the landowner that if the taxes are not paid by the owners of these structures, the landowner may be assessed.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen authorize the Chairman to sign the notices, as presented. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

- Junkyard Permits- Permits are issued yearly at a cost of \$25 each.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen approve and sign the junkyard permits, as presented. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

- Abatement of Taxes for Map 42/Lot 63-After inspection and correction of the data for this property, Assessment Associates has recommended a refund of \$943 plus related interest.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen approve and sign the abatement for Map 42/Lot 63 in the amount of \$943 plus related interest, as presented. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

- Forest Management Plan Contract-Craig and Cheri Birch have submitted a contract in the amount of \$500, to develop a forest management plan for fifty acres of forest on the Woodmont Orchard West property. Peter Baker, Chairman of the Land Stewardship Committee, has recommended that the Selectmen accept this contract to fulfill the requirement of the Farm and Ranch Land Protection Grant.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen approve and sign the contract for the Forest Management Plan, as presented. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

- Appointment Forms for board and committee members
- Gravel Tax Levy-Map 9/Lot 61 in the amount of \$406.40

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen authorize the Tax Collector to collect \$406.40 in gravel tax levied on property identified as Map 9/Lot 61, as presented. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

- Notice of Intent to Excavate-Map 9/Lot 61-C. Hallsworth explained that intents to excavate must be renewed on April

1st of each year, after the applicant has filed a report and paid the gravel tax for the previous year.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen approve and sign the notice of intent to excavate for Map 9/Lot 61, as presented. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

- New Police Officer Group Position Certification Number-C. Hallsworth stated that for the New Hampshire retirement system, the new hire for the police department must be assigned a group position certification number. A. MacInnis will be assigned the number 739.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen assign Andrew MacInnis a new group certification number of 739, as required by the New Hampshire Retirement System. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

APPROVAL OF MINUTES

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen approve the public minutes of Monday March 27, 2006, as submitted. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen approve and keep sealed the NON- public minutes of Monday March 27, 2006, as submitted. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

ANNOUNCEMENTS

Chairman Band announced the board and committee meetings for the week of April 3rd through April 7th.

The dedication of the Gelazauskas Preserve is scheduled for Saturday April 29th at 1 PM. Under the direction of Lois Taylor, the girl scouts constructed signs for the property. These signs will be unveiled at the dedication.

NON-PUBLIC SESSION

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen enter NON-public session in accordance with RSA 91-A:3-II-(c) for the consideration of welfare issues. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

The Board entered non-public session at 7:27 PM.

CONCLUSION OF NON-PUBLIC SESSION

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen seal the minutes and come out of NON-public session. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

The Board came out of non-public session at 7:40 PM.

ADJOURNMENT

MOVED by Vahrij Manoukian, seconded by Raymond Lindsay, that the Selectmen adjourn. Voting in favor of the motion were Band, Manoukian and Lindsay. No one was opposed. Willis and Walker were absent. The motion PASSED 3-0-0.

The Board adjourned at 7:40 PM

Respectfully submitted,

Cathy Hoffman, Secretary