

# BOARD OF SELECTMEN

November 27, 2006

Selectmen present: Peter Band, Melinda Willis, Vahrij Manoukian, Ray Lindsay and Don Ryder

Staff present: Cath Hallsworth, Director of Administration; Cathy Hoffman, Secretary; Paul Armstrong, Volunteer Camera Operator

## COMMUNITY ROOM (6:00 PM)

### PUBLIC HEARING

In accordance with RSA 31:95-b, P. Band opened the hearing for the Board to receive public input on the acceptance and expenditure of unanticipated funds in the amounts of \$2,075.97 and \$32,595.71. In response to a question from Tom Dufresne, P. Band explained that these funds are a partial reimbursement to the Town for expenses incurred during the Federally declared flood disasters of 2005 and 2006.

D. Ryder expressed concern that the Board would be authorizing the immediate expenditure of these funds. M. Willis clarified that the money would be placed into the general fund until allocated for specific projects. By holding the public hearing to accept and expend the funds now, a further public hearing would not be necessary. However, the department heads would have to obtain Selectmen approval prior to the expenditure of these funds. There was no further public comment. P. Band closed the public hearing.

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen accept and authorize the future consideration of expenditures in the amounts of \$2,075.97 and \$32,595.71 in accordance with RSA 31:95-b, as presented. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

### TOM DUFRESNE, CHAIRMAN OF THE HOLLIS CONSERVATION COMMISSION

T. Dufresne informed the Board that Craig Birch would like to do a selective timber cut on Town land identified as Map 5/Lot 20. This land is located off of Route 111 and abuts the Nashua River. The property is accessed through a right of way from Route 111. However, the heavy machinery is already on the site. C. Birch anticipates a timber value of approximately \$10,000. The income from the sale would be deposited into the general fund. T. Dufresne speculated that the timber on this property is mostly mature white pine. D. Ryder suggested that T. Dufresne notify the abutter whose property the right of way crosses prior to starting the timber cut. Consensus of the Board was to proceed with filing the intent to cut for Map 5/Lot 20.

### BRUCE HARRISON AND JIM ANDERSON, CABLE ADVISORY COMMITTEE (CAC)-2007 BUDGET REQUEST

B. Harrison stated that in order to increase local programming and better usage of Hollis' cable access (PEG-Public, Education and Government) channel, the Town must purchase equipment. \$10,000 would enable the CAC to purchase two portable camera systems with recording capability. Following discussions with the cable committee in Brookline, they have agreed to allocate \$5,000 in their budget for a third portable camera system. B. Harrison stated that the equipment would be centered at the high school. Hollis would own two of the camera systems and Brookline would own one. The equipment would be shared. V. Manoukian questioned why there was not a 50/50 split on expenses. J. Anderson explained that Brookline already has equipment. The Town of Brookline has used the money they receive from the cable franchise fees to purchase and upgrade their cable equipment. Brookline would be providing additional equipment, whereas Hollis has none.

M. Willis stated that centering the equipment at the school would insure more usage, but would also mean more wear and tear. B. Harrison commented that the high school offers a course in video editing. There are twenty-three students

enrolled in this course. The objective is to encourage student projects such as recording and broadcasting plays, sporting events and other school and independent activities.

M. Willis expressed concern that with the equipment centered at the school, the general public would have limited access. J. Anderson stated that once the money is allocated for the equipment, the details regarding use and access would be discussed. D. Ryder noted that the Town does have portable cameras. B. Harrison explained that the existing cameras are not digital. The current digital technology would be needed for programming and creating DVDs.

D. Ryder was pessimistic about working with the school. He stated that there has not been a lot of cooperation or interest in the past. B. Harrison remarked that the instructor and the principal are supportive of this effort. He added that a number of the students enrolled in the class are very enthusiastic. The Board agreed to consider the CAC's request for \$10,000 in funding for 2007.

## **CORRESPONDENCE AND OTHER BUSINESS**

***Acceptance of Funds on Behalf of the Heritage Commission:*** Heritage Commission Finance Officer Bob Leadbetter has requested that the Board accept donations totaling \$1,450 on behalf of the Heritage Commission for the Lawrence Barn Community Center project.

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen accept donations totaling \$1,450 on behalf of the Heritage Commission for the Lawrence Barn Community Center, as presented. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

***New Committee:*** D. Ryder recommended that the Board authorize the formation of a 2 to 3 member committee to investigate what the actual cost would be to the Town if Hollis were to withdraw from the cooperative school district. A lot of people have been talking about this issue. He felt that it would be worthwhile to inform the public of the financial aspects related to the breakup of the coop. Board members discussed the membership of this committee, which would potentially include a member of the Hollis Budget Committee, the Hollis Brookline Cooperative Budget Committee and Finance Officer Paul Calabria. M. Willis commented that she had brought this issue up at a previous meeting and received mixed reaction from Hollis Budget Committee members. She agreed to bring the issue up again at the Budget Committee meeting on November 28<sup>th</sup>. She thought that the Budget Committee, the Selectmen, or both should spearhead the committee. Because this time of year is very busy for Budget Committee members and the Finance Officer, D. Ryder proposed forming this committee in the spring of 2007.

***Letters Regarding the Peacock Orchard:*** P. Band asked Board members to review the letters received from residents regarding the Peacock Orchard.

***Noah Dow Cooper Shop:*** P. Band stated that the Noah Dow Cooper Shop has been dismantled and stored. He thanked the volunteers who participated in this project. He added that the Board was pleased to see the sense of community spirit and volunteerism that this project generated.

## **KEVIN MCDONNELL, RECREATION PROGRAM DIRECTOR**

K. McDonnell stated that he would like to clarify the confusion from the November 10<sup>th</sup> Selectmen's meeting when he presented the alternative of creating special revenue accounts for programs in the Recreation budget. He explained that these special accounts would result in a smaller overall budget and would give the Recreation Commission flexibility to add new programs. M. Willis questioned how the Selectmen would have oversight. K. McDonnell stated that the Selectmen's oversight of the budget would not change. M. Willis commented that the concept of special revenue accounts makes sense. She added that maintenance should be included in the fees. The Board would also have to review the structure and set up of the accounts. K. McDonnell noted that this change would also allow the Recreation Commission to conduct on-line registration with credit cards through a third party. P. Band felt that this would be advantageous from a user standpoint. V. Manoukian compared it to the on-line registration of motor vehicles.

Following a discussion regarding the use of credit cards and the logistics of creating a warrant article to set up the special revenue accounts, M. Willis agreed to work with Finance Officer Paul Calabria on the timing and feasibility of this proposal. D. Ryder expressed concern that the proposal was introduced so late in the budget process. He felt that discussion should be delayed until next year. C. Hallsworth noted that the proposed budget breaks down to \$43,300 in special revenue accounts, \$43,000 for operations and \$34,400 for the new football and lacrosse programs. K. McDonnell stated that the budget comparison shows the impact of the two new programs. With the special revenue accounts, this impact would be lessened. Start up costs (football equipment, etc.) for new programs are separate and would not be included in the special revenue account.

## **SIGNATURES**

The Board signed the following:

A letter to the Board of Directors of the Hollis Community Farm regarding questions that the Selectmen would like answered prior to making a decision on the \$160,000 expenditure

Appointment forms for Tom Hildreth and Ted Barbour as members of the Highway Safety Committee Crosswalk Study Subcommittee. T. Hildreth and T. Barbour were appointed last week as Co-Chairman of this subcommittee.

A tax lien on a property

## **ANNOUNCEMENTS**

M. Willis announced the board and committee meetings for the week of November 27<sup>th</sup> through December 1<sup>st</sup>. In preparation for the Budget Committee's December 6<sup>th</sup> meeting, the Selectmen will conduct a full review of the Town budget on Friday December 1<sup>st</sup> at 7 AM in the community room.

The Selectmen are asking for a volunteer to fill the position of Town Representative to the Nashua Regional Planning Commission. Volunteers are also needed to serve on the Old Home Day Committee and the Highway Safety Committee's Crosswalk Study Subcommittee. If interested in serving, volunteers are asked to contact the Selectmen's office at 465-2780 or fill out a volunteer form on the Town's website at [www.hollis.nh.us](http://www.hollis.nh.us).

## **APPROVAL OF MINUTES**

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve the public minutes of Friday October 20, 2006, as submitted. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve the public minutes of Friday October 27, 2006, as amended. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve the public minutes of Friday November 3, 2006, as submitted. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve the public minutes of Monday November 6, 2006, as amended. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

*MOVED by Melinda Willis, seconded by Donald Ryder that the Selectmen approve the public minutes of the emergency meeting of Friday November 10, 2006, as submitted. Voting in favor of the motion were Band, Willis, Manoukian, and Ryder. No one was opposed. Lindsay abstained. The motion PASSED 4-0-1.*

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve the public minutes of Monday November 13, 2006, as submitted. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve and keep sealed the NON-public minutes of Monday November 13, 2006, as submitted. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve the public minutes of Friday November 17, 2006, as submitted. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve the public minutes of Monday November 20, 2006, as amended. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

*MOVED by Melinda Willis, seconded by Raymond Lindsay that the Selectmen approve and keep sealed the NON-public minutes of Monday November 20, 2006, as submitted. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

## **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 matters, which if discussed in public, would likely affect adversely the reputation of any person. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

The Board entered non-public session at 7:25 PM.

## **CONCLUSION OF NON-PUBLIC SESSION**

*MOVED by Peter Band, seconded by Raymond Lindsay that the Selectmen seal the minutes and come out of NON-public session in accordance with RSA 91-A: 3-II-(c). Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

The Board came out of non-public session at 7:48 PM.

## **ADJOURNMENT**

*MOVED by Donald Ryder, seconded by Vahrij Manoukian that the Selectmen adjourn. Voting in favor of the motion were Band, Willis, Manoukian, Lindsay and Ryder. No one was opposed. The motion PASSED 5-0-0.*

The Board adjourned at 7:48 PM.

Respectfully submitted,

Cathy Hoffman, Secretary