



TOWN OF HOLLIS SELECT BOARD

May 18, 2026

PUBLIC MINUTES 6:30 PM

Approved 6/8/2026

1 SELECT BOARD MEMBERS

2 Select Board Present: Vice Chair Tom Whalen; Erin Hubbard; Will Walker
3 Select Board Absent: Chair David Petry; Susan Benz
4 Staff Present: Chrissy Herrera, Town Administrator; Joan Cudworth, DPW Director; Robert
5 Boggis, Fire Chief; Deb Padykula, Finance Director
6

7 LOCATION

8 This meeting commenced in the Hollis Town Hall Community Meeting Room, located at 7 Monument Square,
9 Hollis, New Hampshire.

10

11 PLEDGE OF ALLEGIANCE AND AGENDA REVIEW

12 T. Whalen called the meeting to order at 6:30pm and invited E. Hubbard to lead the Pledge of Allegiance.
13

14 PUBLIC COMMENT

15 None.
16

17 1. PUBLIC HEARING

18 a. **To accept and spend unanticipated revenue of \$15,000.00 from the sale of 28 used, worn, and/or**
19 **expiring Self-Contained Breathing Apparatus (SCBA)**

20 Chief Boggis asked that, if the Select Board accepts the funds, they get reallocated to the Fire Department
21 budget's SCBA line. There were a few safety items that could use repair/replacement for compatibility.
22 On their Rapid Intervention Team Packs, they need a couple of new hoses that are compatible; they run
23 about \$2,000 each. There could also be other, unforeseen things that come down the pike.
24

25 There was no public comment.
26

27 *MOVED by Erin Hubbard seconded by Will Walker that the Select Board accept and spend the*
28 *unanticipated revenue of \$15,000 from the sale of 28 used, worn, and/or expiring Self-Contained*
29 *Breathing Apparatus (SCBA), which is to be reinvested into SCBA for Rapid Intervention Team Packs,*
30 *and/or general maintenance and repair. Voting in favor of the motion were Whalen, Hubbard, and*
31 *Walker. No one was opposed. The motion PASSED 3-0-0.*
32

33 2. NEW BUSINESS

34 a. **Joan Cudworth, DPW Director**

35 **I. Acceptance of crack sealing proposal**

36 J. Cudworth stated that in the Select Board's packet they have an updated crack seal proposal from
37 Henry Dow. He is \$100 more a day than last year. We need to crack seal Rideout Road, Hardy Lane,
38 Federal Hill, Bell Lane, and Pierce Lane. She would like to do a lot more crack sealing than we are
39 doing right now, but her budget is tight. She would like to accept Henry Dow's proposal of \$24,500.00
40 to crack seal those roads for this year.
41

42 *MOVED by Erin Hubbard seconded by Will Walker that the Select Board accept the bid of \$24,500*
43 *from Henry Dow for crack sealing.*
44

45 To clarify the increase in cost, W. Walker stated that Henry Dow went from \$4,800 to \$4,900 a day. J.
46 Cudworth stated that that is correct.

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47 *Voting in favor of the motion were Whalen, Hubbard, and Walker. No one was opposed. The motion*
48 *PASSED 3-0-0.*
49

50 **II. Update on Rocky Pond Transfer Station wall construction**

51 J. Cudworth stated that D. Petry had asked about the mileage on the 2012 International truck; it is a little
52 over 58,000 miles – and those are hard miles.
53

54 Regarding the Rocky Pond Transfer Station wall, J. Cudworth stated that she gave some pictures to the
55 Select Board. As of today, we are on target. A lot of materials have been ordered, and the retaining
56 wall block is going start to ship on May 26. The materials on site right now are the pre-cast footing
57 piers, the light-pole bases, structural back-fill material, and the drain pipe. Work completed: erosion
58 control measures are at 100%; demolition is at 55%; the retaining wall base prep to the limits of PH-1
59 are done; the UGE primary site light conduit runs are about 20% done; the light pole base is almost
60 done.
61

62 Materials that have been ordered, aside from the retaining wall material, include the structural steel.
63 That is on schedule, which is a good thing. That will be for all the roofing structures, and so forth.
64

65 J. Cudworth further stated that in terms of testing, GSI, Geotechnical Services, Inc., have been on site
66 since May 13. Through the week of May 20 they have reviewed proof roll, under-drain, and all wet
67 wall-based prep, so we are good to go there. Meridian will start bi-weekly construction monitoring
68 starting around May 22 (this week).
69

70 In terms of a two-week look ahead, J. Cudworth stated that work on the detention treatment swale is
71 ongoing. They are taking the opportunity to improve the drainage swale. There is a culvert pipe that
72 runs under Rocky Pond Road, too. It is not costing us any more money, but we are upgrading that
73 whole area. They intend to do some planting there – either Christmas-tree-type trees, or sugar maples
74 from the woods. The conduit is being run, and will continue. The retaining wall block installation will
75 start in the next two weeks, with the structural backfill operations and retaining wall underdrain. We
76 are moving right along.
77

78 J. Cudworth added that the still-good table will be coming back.
79

80 T. Whalen commented that it looks great at the site; they are doing a nice job.
81

82 **III. Update on Dow Road paving project**

83 J. Cudworth stated that DPW staff have replaced the last six remaining culverts. They've done
84 headwalls, and have done excellent work. As of Sunday, Dow Road was reclaimed up to Jewett.
85

86 **b. Capital lease bid award / two police cruisers (3-year lease)**

87 D. Padykula stated that a request for quotes was sent out for a capital lease for the two police cruisers that
88 were approved at Town Meeting. We would be financing them over three years. We received five
89 responses. Out of the five, D. Padykula recommends that the Board accept the three-year police cruiser
90 lease from TD Equipment Finance, for a total of \$121,761.12, to be paid in three annual payments at an
91 interest rate of 4.44%. This is pending legal review of the contract. The annual payment will be
92 \$40,587.04.
93

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94 T. Whalen asked whether we have dealt with TD Equipment Finance before. D. Padykula responded that
95 she doesn't know whether Hollis has had experience with them, but she has dealt with them in other towns
96 and has had no issues with them.
97

98 *MOVED by Erin Hubbard seconded by Will Walker that the Select Board accept the three-year police*
99 *cruiser lease from TD Equipment Finance, Inc., for a total of no more than \$121,761.12, to be paid in*
100 *three annual payments of \$40,587.04.*
101

102 E. Hubbard mentioned the 4.44% interest rate, and the general increase in interest rates, and asked whether
103 it still makes sense to lease the equipment or whether we should be thinking about buying it outright.
104

105 D. Padykula responded that in this case we kind-of have to continue on this road because of the wording in
106 the warrant article. In terms of future budgets, interest rates are higher and it may be worth looking at
107 buying rather than leasing.
108

109 E. Hubbard asked about the total number in the fleet; D. Padykula was not certain of that number.
110

111 D. Padykula asked that she and C. Herrera be authorized to sign the lease documents when they become
112 available.
113

114 *MOTION AS AMENDED: MOVED by Erin Hubbard seconded by Will Walker that the Select Board*
115 *accept the three-year police cruiser lease from TD Equipment Finance, Inc., for a total of no more than*
116 *\$121,761.12, to be paid in three annual payments of \$40,587.04, and that Deb Padykula, Finance*
117 *Director, and Chrissy Herrera, Town Administrator, have signing authority for the lease documents.*
118 *Voting in favor of the motion were Whalen, Hubbard, and Walker. No one was opposed. The motion*
119 *PASSED 3-0-0.*
120

121 **c. Tax Collector's Warrant, 2026 first issue of property tax \$21,972,827.00**
122

123 *MOVED by Erin Hubbard seconded by Will Walker that the Select Board approve the Tax Collector's*
124 *Warrant as written.*
125

126 T. Whalen stated that the amount of the warrant is \$21,972,827.00, with an interest rate of 8% per annum,
127 from July thereafter, on all sums not paid on or before that date.
128

129 *Voting in favor of the motion were Whalen, Hubbard, and Walker. No one was opposed. The motion*
130 *PASSED 3-0-0.*
131

132 **3. OLD BUSINESS**

133 **a. Capital Improvement Plan (CIP)**

134 C. Herrera stated that the Board just had the CIP workshop meeting on Friday, May 15th, and that we will
135 probably discuss this in greater detail at the Select Board meeting on June 8.
136

137 **b. RTK – Summary of expenses (updated 05/15/2026)**

138 C. Herrera stated that an item has been added to the list for the Police Department, from the beginning of
139 May. There is a totaled amount of \$119.30 for that right to know request. There may also be associated
140 legal expenses, to be added later.
141

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142 T. Whalen stated that this request came from Samuel Sinyangwe, who wanted 10 years' worth of use-of-
143 force data from the Hollis Police Department. Our total year-to-date amount for RTK expenses is \$1,702,
144 as tracked so far.

145
146 **4. DEPARTMENT/COMMITTEE LIAISON UPDATES**

147 **a. Cemetery Trustees**

148 E. Hubbard stated that she attended their recent meeting. They are looking at putting chains up for the East
149 Cemetery, to keep cars from getting stuck in there in the winter. They will also be having a review of
150 burial costs, compared to similar towns, due to overtime needed from the DPW.

151
152 **5. ADMINISTRATIVE BUSINESS**

153 C. Herrera stated that there is none for the Board to review at this meeting, as they met one week ago on May
154 11th.

155
156 **6. MEETINGS & ANNOUNCEMENTS**

157 The meeting schedule was announced for May 19, 2026 – June 8, 2026.

158
159 **Announcements include:**

- 160 • Town Offices are closed Monday, May 25, for the Memorial Day holiday.
- 161 • Election reminder: the deadline to change party affiliation is June 2nd for the State Primary election on
162 September 8th. You can check your voter registration on the Secretary of State's website. Copies of the
163 voter checklist are available for lookup at Town Hall and the Town Clerk's office.

164
165 **7. ADJOURNMENT**

166 *MOVED by Will Walker seconded by Erin Hubbard that the Select Board adjourn the meeting. Voting in favor*
167 *of the motion were Whalen, Hubbard, and Walker. No one was opposed. The motion PASSED 3-0-0.*

168
169 The Board adjourned at 6:53pm.

170
171
172
173
174 Respectfully Submitted,
175 Aurelia Perry, Recording Secretary

176
177
178
179
180
181
182
183
184
185 NOTE: Any person with a disability who wishes to attend this public meeting and who needs to be provided with reasonable
186 accommodation, please call the Town Hall (465-2209) at least 72 hours in advance so that arrangements can be made.