

**Holderness Select Board  
Meeting Minutes  
March 25, 2024**

**Select Board Members Present:** Vice Chair, Woodie Laverack, Sam Brickley and Peter Francesco

**Others Present:** Town Administrator, Michael Capone, Police Chief, Erik Difilippe, Matt Yeaton, Holderness Central School Students, Hannah Casey, Oliver Sheppe, Tyler Shaffer, Aurora Ricker, Jade Huckins, Sophia Daigneault and NHPR Reporter, Sarah Gibson.

**Call to Order:** The meeting was called to order at 5:00PM in the lower-level meeting room of the Holderness Free Library.

**Correspondence Items:** reviewed the payroll and accounts payable manifests, and other correspondence.

**5:30PM Agenda Items:** in the lower-level meeting room of the Holderness Free Library.

**Holderness Central School Solar Eclipse Ambassadors:** Holderness Central School Students, Hannah Casey, Oliver Sheppe, Tyler Shaffer, Aurora Ricker, Jade Huckins and Sophia Daigneault were present to provide the Board with information on and a demonstration of the April 8<sup>th</sup> solar eclipse. The students explained that they had been studying this event for the past two years and had done similar presentations for book groups and the local parent teacher organization.

They explained that totality will occur in Lancaster and parts north such as Colebrook and Pittsburg. Using a motorized model, the students demonstrated how the eclipse will occur. They estimated that totality will last for about three minutes and provided some other demonstrations for the Board and others present to try.

The students also discussed the types of protective eye wear needed to view the eclipse and demonstrated how to properly use the glasses. They mentioned that glasses would be available for students in the SAU to use while viewing the eclipse.

The students also provided a link to eclipse related information on the Holderness Central School homepage. [https://drive.google.com/drive/folders/1yLgmCPoiPu-j3ZSg\\_5Zws\\_fxOj9zFoOE](https://drive.google.com/drive/folders/1yLgmCPoiPu-j3ZSg_5Zws_fxOj9zFoOE)

The Board thanked the students for their excellent presentation. The students left the meeting for an interview with NHPR reporter Sarah Gibson.

**Public Participation:** Matt Yeaton was present to see if there was any update on the review of the subdivision that includes the lot he purchased. The Town Administrator mentioned the matter was still under review and asked Mr. Yeaton to leave his contact information in case we needed to reach out to him. Mr. Yeaton left his contact information with the Town Administrator prior to leaving the meeting.

**Department Head Visit: Police Chief, Erik Difilippe** – Chief Difilippe was present to provide an update to the Board regarding department activity. He mentioned that Officer Murphy had resumed his normal duties upon his return from deployment overseas. The Chief also mentioned that Sergeant Grier had resigned from the department to take a position in Bristol.

The Chief and Town Administrator mentioned that there had been a discussion at the March department head meeting regarding having dedicated cell phones for use by police, highway, fire and administration. Presently, employees are using their personal phones and get a quarterly reimbursement from the Town for a portion of their monthly plan. Having dedicated phones would eliminate a potential conflict with using personal phones for work related tasks.

Options for phone service had been explored and FIRSTNET would seem to be the best choice. Eight phones would be needed. Mr. Brickley made a motion to authorize the Town Administrator to obtain eight phones and associated plans for use by Town personnel. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.

#### **Non – Public Session RSA 91A:3 (a) (b)**

At 6:10PM, Mr. Francesco made a motion to go into non -public session under RSA 91A:3, II (a)(b). The motion was seconded by Mr. Brickley. The motion was approved 3-0 by a roll call vote.

Mr. Laverack – yes, Mr. Brickley – yes, Mr. Francesco – Yes

At 6:25 PM, after the Board returned to public session, Mr. Francesco made a motion to seal the minutes of the non-public session stating that to not seal them would render the non-public session ineffective. The motion was seconded by Mr. Brickley. There being no further discussion, the Board voted 3-0 by a roll call vote to approve the motion.

Mr. Laverack – yes, Mr. Brickley – yes, Mr. Francesco – Yes

Chief Difilippe left the meeting at 6:26PM.

**Approval and Signing of Payroll and Payables Checks:** Mr. Brickley made a motion to approve the payroll and accounts payable manifests and to issue checks accordingly. There was a second from Mr. Francesco. There being no further discussion, the Board voted 3-0 in favor of the motion.

**Approval of the Public Meeting Minutes of March 11, 2024:** Mr. Brickley made a motion to approve the public meeting minutes of March 11, 2024 as written. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.

**Consent Agenda:** Veterans Tax Credit Map 231 Lot 005  
Boat Permit Fee Agent Appointment (2)  
Fire Department Detail Memo  
Special Event Permit Map 239 Lot 006  
Committee/Board Appointments (2) Conservation Commission, (1) Planning Board,  
(1) Recreation Board.

Mr. Brickley made a motion to approve the consent agenda as presented. There was a second from Mr. Francesco. There being no further discussion, the Board voted 3-0 in favor of the motion.

**New Business: Board organization for 2024** – The members present deferred this discussion until the full Board was available.

**Old Business: Conservation Commission LCHIP Grant -update:** The Town Administrator provided an update to the Board on the activity related to the LCHIP Ox Bow grant. The purchase and sale agreement is out for review by the seller. There was an initial meeting last week regarding the development of a management plan. The environmental assessment work will begin later this week and the survey agreement has been signed.

### **Town Administrators Report**

**March 25, 2024**

1. Will be working with Counsel on a review of existing Fire Department organizational procedures in an effort to consolidate them under a new set of Department Standard operating procedures.
2. The deadline to receive proposals for the Solar project at the Transfer Station is Friday the 22<sup>nd</sup>. To date, one proposal has been received. Not certain we will receive any others, but will provide an update at the meeting on Monday. *Only one proposal had been received for the project. Mr. Brickley made a motion to award the project to Barrington Power subject to final approval from the Town Administrator that all terms of the proposal had been met. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.*
3. Cindy is out of the office for the next six weeks so I will be land use boy until May 6<sup>th</sup>.
4. There will be a joint meeting with the Zoning Board on April 22 to discuss zoning enforcement and possibly other topics. Counsel will be present.
5. A number of bills are circulating in the house and senate that address various aspects of school funding. The Coalition Communities 2.0 group of which we are a member, is monitoring the bills and offering testimony as needed.

**Board Reports:** None

**Adjournment:** With no further business to come before the Board, Mr. Brickley moved, with a second from Mr. Francesco, to adjourn the meeting at 6:55PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone  
Town Administrator