

## **Holderness Select Board**

### **Meeting Minutes February 5, 2018**

**Select Board Members Present:** Chair, Jill White, Vice Chair, Woodie Laverack, Shelagh Connelly and Sam Brickley.

**Others Present:** Michael Capone, Town Administrator,

**Call to Order:** The meeting was called to order at 4:30 P.M.

**Payroll & Payables:** Reviewed and discussed.

**Correspondence File:** The correspondence file was reviewed and discussed.

At 5:05PM, Ms. White led those present in the Pledge of Allegiance.

**New Business:** Melanson Heath 2017 Audit Review- Frank Byron and Patrick Mohan were present to review the 2017 Audit results with the Board. Mr. Mohan noted that the Independent Auditors Report was able to offer a clean opinion with respect to the 2017 Audit.

They reviewed the Statement of Net position with the Board noting the strong capital reserve amounts on hand. They spoke to the net pension liability noting that this is determined and maintained by the State and has no direct impact on the tax rate.

They also reviewed the Balance Sheet with the Board noting that there was an increase in fund balance. They also spoke to the fact that the Town no longer had any long-term debt given the last of the notes were paid off in 2017.

They reviewed the Budget vs. Actual for the year noting that overall revenues were above projections and expenses were below budget. These two factors help to contribute to the overall strong financial position of the Town. It was also noted that the Town makes use of fund balance to both maintain the tax rate as well as fund capital projects, both good fiscal management strategies.

Mr. Mohan spoke briefly with regard to the alternative method used by the firm to determine postemployment benefits other than pensions. He noted that there will be some changes to the reporting requirements in coming years.

In closing they noted there were no significant deficiencies or material weaknesses found in their review. They commented on the support received from the staff during the audit noting that information was readily available and freely supplied.

The Board thanked Mr. Byron and Mr. Mohan for attending.

**Approval and Signing of Payroll and Payable Checks** - Ms. Connelly moved, seconded by Mr. Laverack to approve the payroll and accounts payable manifests and to issue checks accordingly. The motion passed by a vote of 4-0.

**Approval of meeting minutes-** Ms. Connelly moved, seconded by Mr. Laverack to approve the January 22, 2018 and January 29, 2018 meeting minutes. The motion was passed by a vote of 4-0.

Ms. White read the items on the consent agenda.

**Consent Agenda/ Signature file**

- **Capital Reserve Transfers**
- **2019 Tax Map Maintenance Proposal**
- **Land Use Change Tax Map 250 Lot 022**
- **Applications for Current Use Map 251 Lot 009 and Map 206-008**
- **Conservation Commission Appointment-Larry Spencer and Ben Amsden**
- **Conservation Restriction Assessment Application Map 242 Lot 009**

**Consent Agenda/Signature File** – Ms. Connelly moved, seconded by Mr. Laverack to approve the items on the Consent Agenda. The motion was passed by a vote of 4-0.

**Old Business:** 2018-2019 FY Budget and Warrant Articles-Review prior to Public Hearing. The Board reviewed the latest draft of the warrant. Mr. Brickley suggested a minor grammatical correction. The Town Administrator made note of it.

Ms. White mentioned that there was the strong possibility of a storm on Wednesday that could impact the Budget Committee Public Hearing. She wanted to get a sense of the Board with respect to postponing the meeting so she could communicate that to the Budget Committee Chair. The general sense of the Board is that the inclement weather would limit participation not only from the public, but most likely Town Department Heads who could be engaged with the storm. They concluded that it would be better to postpone the hearing to Wednesday, February 14<sup>th</sup> if the Budget Committee proposed that option.

**Public Participation: None**

**Board Member Reports:** Ms. Connelly mentioned that the next Friends of the Pemi- Livermore Falls Chapter Meeting was scheduled for Wednesday, February 14<sup>th</sup> at the Campton Town Office at noon.

The Board also took a moment to acknowledge the decision of the Site Evaluation Committee with respect to the Northern Pass application. Given the Towns opposition to the project, they felt it was a very good outcome. They also acknowledged the efforts of those who worked so hard to defeat the project.

**Town Administrator's Report to the Select Board**

**February 5, 2018**

**Meetings- Budget Public Hearing – February 7 at 6:30PM @ HCS**

**Lakes Region Planning Commission- February 8 from 9-11 in Meredith**

- Steve Hamilton, the Director of NHDRA contacted me to see if I would be interested in serving on the Assessing Standards Bureau. They need a representative for Towns with populations under 3000. He would like to submit my name to the Governor's office for consideration. The Board meets 8-10 times per year, usually on a Friday morning in Concord. Thought it might be a good learning experience and some good exposure for the Town, but want to be certain, the Board is okay with it. We can discuss at the meeting.
- We will be scheduling some time for Corcoran to visit with the Holderness School to tour their facilities as part of the revaluation. There will need to be a review of their existing exemptions to be certain they are consistent with current assessing standards. This is the first and the largest of the reviews they will be conducting as part of the revaluation.
- The draft warrant has been submitted to DRA for review. Hopefully, they will respond prior to the Public Hearing. It would be good to know if they have any questions before then.
- Met briefly with Betsy Whitmore this morning. She wanted to let me know that she and others are looking into the possibility of starting up a community notice site similar to the "Sandwich Board". She thought the Town might benefit from posting meeting notices and minutes on it. I told her I would mention it to the Board in case they knew of anyone who might be interested in helping to run it.

With no further business to come before the Board, Mr. Brickley made a motion to adjourn the meeting at 6:17PM. Ms. Connelly seconded the motion. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone  
Town Administrator