

**Holderness Select Board  
Meeting Minutes  
April 2, 2018**

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

**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 5:00PM, Ms. White led those present in the Pledge of Allegiance.

**Approval and Signing of Payroll and Payable Checks** – Mr. Francesco moved, seconded by Ms. Connelly 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 made one grammatical correction to the minutes. Mr. Francesco moved, seconded by Ms. Connelly to approve the minutes of the March 19, 2018 meeting as amended. The motion was passed by a vote of 4-0.

Ms. White read the consent agenda into the record.

**Consent Agenda/ Signature file:**

- Property Tax Credit/Exemption 241-067-000
- Electricity Aggregation Memorandum of Understanding
- Alternate Library Trustee appointment
- Health Trust Rate Agreement
- Lease for Postage Meter (w/non-appropriation clause)
- 5 Special Event Permits
  
- Certification of Yield Tax Assessed for lots 209-014-000. 206-007-000

Ms. Connelly moved, seconded by Mr. Francesco to approve the items on the Consent Agenda. The motion was passed by a vote of 4-0.

Mr. Laverack joined the meeting in progress

**Department Head Visits: Fire Department, Chief Eleanor Mardin-** Chief Mardin reported that the Department had responded to 88 calls year to date. The vehicles are currently all running well.

Chief Mardin is working with the Fire Wards to prepare the paperwork for the purchase of the equipment for the forestry vehicle conversion.

Chief Mardin also provided an update for the Board with regard to some ongoing compliance issues.

The Board thanked Chief Mardin for attending and for all of the great work the Department is doing.

**Police Department, Chief Jake Patridge** –Chief Patridge submitted an agreement with the Plymouth Police Department to provide prosecutorial services for Holderness to the Board for review and comment. He noted that our current Prosecutor, Bob Libby, had retired. There was no increase in the cost to provide the service over what we were presently paying. After some brief discussion Mr. Brickley made a motion to sign the agreement. There was a second from Mr. Laverack. There was no further discussion. The Board voted 5-0 in favor of the motion.

Chief Patridge mentioned things were going well. The department was currently fully staffed including the part time positions. The Board encouraged the Chief to make use of the part time positions to allow the other officers and himself the opportunity to take earned vacation time as well attend training.

The Chief mentioned that he had attended a meeting with the Town Administrator and representatives from the Lakes Region Planning Commission (LRPC) to discuss the Rattlesnake Trail parking issue. The Transportation Advisory Committee (TAC) made up of representatives from area communities had submitted a letter to the New Hampshire Department of Transportation (NHDOT) in support of the Town's request that no parking signs being placed along the section of Route 113 in the vicinity of the trailhead. To date, NHDOT had indicated that they had no plans to honor the Town's request. There was discussion with regard to what steps should be taken to expand the discussion in an effort to secure placement of the signs. It was suggested that additional support for our request be solicited from either our State Representatives, Senator, Executive Councilor or possibly the Governor. The Town Administrator will follow up on the matter.

The Board thanked Chief Patridge for the update and commented on the great work the Department is doing.

**New Business:** None

**Old Business:** None

**Public Participation:** None

**Board Member Reports:** **Ms. White** noted that she had been in contact with the local Legion post with regard to the Memorial Day program and they indicated that they would be participating. She will follow up on the other arrangements next month.

#### **Town Administrator's Report to the Select Board April 2, 2018**

**Meetings-** NHMA organizational meeting – 4/6 9AM, Concord Office  
Department Head Meeting – 4/9 11 AM, here  
Master Plan Subcommittee Meeting-4/10 3PM here  
Conservation Commission – 4/10 4PM, here  
Zoning Board – 4/10 6:15PM, here  
Health Trust Workshop -4/12 9-4, Concord

- We will be entering into a new lease program with Pitney Bowes for our postage meter. The lease has a non-appropriation clause.
- We received our new approved rates for 2018-2019 from Health Trust. They are down 6.6%. We estimate it will save over 8K in premium payments from what was budgeted
- The assessors are working up at the Holderness School doing exterior building measurements and interior inspections. It may take a bit longer than originally planned, but it is important to take the time to get it as accurate as possible.

With no further business to come before the Board, Mr. Francesco made a motion to adjourn the meeting at 6:21PM. Mr. Laverack seconded the motion. The Board voted 5-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone  
Town Administrator