

**Holderness Select Board
Meeting Minutes
August 20, 2018**

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

Others Present: Michael Capone - Town Administrator, Treasurer - Todd Elgin, Transfer Station Supervisor - Scott Davis

Call to Order: The meeting was called to order at 4:30 PM

Payroll & Payables: Reviewed and discussed.

Pledge of Allegiance: At 5 PM, Mr. Laverack led those present in the pledge of allegiance.

New Business: Treasurer's Report, Todd Elgin. Mr. Elgin reviewed the 2018 Treasurer's Report with the Board. Included in the report were the balances of the various accounts in the Town's General Fund. Mr. Elgin also provided the Board with proposed revisions to the General Fund Policy. The Board reviewed and discussed the changes.

Ms. Connelly made a motion to accept the Treasurer's Report and adopt the revised General Fund Policy. There was a second from Mr. Brickley. The Board voted 4-0 in favor of the motion.

Mr. Elgin noted that the rates offered for CDs were increasing and suggested that the Board might want to consider placing some funds in another CD. The Town Administrator will review the cash position and come back with a suggestion for an amount to be considered.

The Board also discussed the possibility of doing electronic deposits to banks from the Town Office to streamline the deposit process. The Town Administrator will look into that option and report back to the Board.

The Board thanked Mr. Elgin for all of his work as Treasurer.

Department Head visits: Transfer Station, Scott Davis. Scott indicated that things have been busy at the Transfer Station. There is another load of televisions going out on Friday. Two loads of metal have gone out recently. Freon has been collected from a large quantity of refrigerators so they are now able to be recycled.

Enough waste oil has been collected to fuel the Highway furnace for the coming season. Overall the waste oil supplies are good. The EPA has provided a form to be completed with regard to the furnace in use at the Transfer Station.

The Town Administrator provided the Board with an update to the recycling agreement currently in place with Waste Management. The recent changes implemented due to the restrictions China has placed on recycled material has increased the processing fee charged by our vendor. Despite the increase, it is still less expensive to recycle than to throw recyclables in with the trash.

Scott and the Town Administrator discussed some of the possible options the Board may wish to consider in an effort to minimize the anticipated increases in the new solid waste agreement that will have to be negotiated in 2020.

The Board also discussed the increase in both volume and cost for the disposal of construction and demolition debris. There will need to be an increase in the fees charged for this material. The Town Administrator will bring a proposal to the Board after completion of a review of the 2017-2018 numbers.

The Board thanked Scott for all of his efforts at the Transfer Station.

Approval and Signing of Payroll and Payable Checks: Ms. Connelly moved, seconded by Mr. Francesco 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, with a second from Mr. Francesco to approve the minutes of the August 6, 2018 meeting as written. The motion was passed by a vote of 4-0

Consent Agenda/ Signature file:

Abatement Response Map 101 Lot 033

Abatement Response Map 101 Lot 032

2018 2nd Quarter Sewer Tax Warrant

Special Event Permit Map 218 Lot 003

Letter to our State Senators and Representatives with regard to the Veto override of SB365.

Mr. Francesco moved with a second from Ms. Connelly to approve the consent agenda as presented. The Board voted 4-0 in favor of the motion.

Old Business: NHMA Floor Policy Review - The Board had received and reviewed the additional floor policies received from the New Hampshire Municipal Association. Ms. Connelly made a motion to appoint the Town Administrator as the voting delegate to the Policy Conference to be held in September and to have him cast votes in favor of the policies proposed by the committees. He is also authorized to vote as he sees appropriate for any policies that may be brought up at the conference. Mr. Brickley provided a second. The Board voted 4-0 in favor of the motion

Public Participation: None

**Town Administrator's Report to the Select Board
August 20, 2018**

Meetings- 8/21 Planning Board 6:30 PM

1. The new no parking signs have been installed in the vicinity of the Rattlesnake Trailhead.
2. The rainy weather has delayed the paving scheduled for this week. Kevin is following up with the paving company to get a new date so we can post the information on the website.
3. I have provided the Budget Committee Chair with the preliminary unaudited year-end numbers and the budget schedule for the 2019-2020 budget cycle. Ken does not plan to have a year-end review

meeting. I am also working on an update of the capital equipment/project worksheet to be reviewed and considered during the next budget process.

4. I will be attending the Grafton Regional Development Commission Meeting in Plymouth on September 13th.

Board Member Reports: none

At 6:35 PM, Mr. Francesco made a motion to go into non-public session under RSA 91A:3, II (b). The motion was seconded by Mr. Brickley. The motion was approved 4-0 by a roll call vote.

Mr. Laverack -Yes, Mr. Francesco – Yes, Mr. Brickley – Yes, Ms. Connelly-Yes

At 6:45 PM, Mr. Brickley 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. Laverack. The motion was approved 4-0 by a roll call vote.

Mr. Laverack -Yes, Mr. Francesco – Yes, Mr. Brickley – Yes, Ms. Connelly-Yes

With no further business to come before the Board, Mr. Brickley made a motion to adjourn the meeting at 6:47PM. Mr. Francesco provided a second. The Board voted 4-0 in favor of adjournment. Respectfully submitted,

Michael R. Capone
Town Administrator