

**Holderness Select Board
Meeting Minutes
October 29, 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, Fire Chief-Eleanor Mardin, Police Chief, Jake Patridge

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

Payroll & Payables: Reviewed and discussed.

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

Approval and Signing of Payroll and Payable Checks: Mr. Francesco 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 5-0.

Approval of meeting minutes: Ms. Connelly moved, with a second from Mr. Francesco to approve the minutes of the October 15, 2018 meeting as written. The motion was passed by a vote of 5-0.

Consent Agenda/ Signature file:

- MS 1
- Property Tax Credit Application- Map 245 Lot 041
- Certification of Yield Tax Assessed- Map 209 Lot 015
- Land Use Change Tax w/Warrant-Map 238 Lot 007 Sub-lot 001

Ms. Connelly moved with a second from Mr. Brickley to approve the consent agenda as presented. The Board voted 5-0 in favor of the motion.

Department Head visits: Fire Department – Chief Eleanor Mardin – Chief Mardin noted that the Department had responded to 357 calls year to date. This is 47 calls ahead of last year's pace.

Chief Mardin mentioned that she has been working on the Budget with the Fire Wards. In addition to the regular expenditures for the department, they anticipate expenditures for additional lengths of replacement hose and the replacement/upgrade of two of the air packs used by the firefighters.

Chief Mardin and the Board discussed the repair and or replacement of the paving in front of the Fire Station which has cracked and sunk in some places. There was also discussion of how best to address issues with the water at the Fire Station. There is a problem with silt collecting in the system that creates problems with flushing toilets. The water is also very hard and it is creating a problem with the metal/chrome on the equipment and the fixtures in the public safety building. Chief Mardin has been in conversation with vendors to discuss possible solutions. It was mentioned that the Holderness Central School had a similar problem and a vendor developed a solution that has worked well for the school. A similar solution may be developed for the Public Safety building. The Board thanked Chief Mardin for attending the meeting.

New Business: Open and review of bids for the 1993 Ford F-350- five bids were received for the vehicle. Ms. White opened the bids at 5:30. The results of the bids were as follows:

Willie Holland \$1,254.60
Michael Fallon \$2,350.00
Trevor Solomon \$2,500.00
Todd Randlett \$1,800.00
Sandy Heath \$4,729.00

After a brief discussion, Mr. Francesco made a motion to award the bid to the highest bidder, Sandy Heath, for the sum of \$4,729.00. There was a second from Mr. Brickley. The Board voted 5-0 in favor of the motion. Chief Mardin will contact the bidders and notify them of the result.

Department Head Visits cont.: Police Department- Chief Jake Patridge- Chief Patridge mentioned that they had written 67 more parking tickets in the area of the Rattlesnake trailhead since the no parking signs had been in place. He anticipates that this will go down as folks realize that we take the safety concerns of that area seriously and will enforce the no parking restrictions.

The new cruiser is in service. The Chief commented that Ford has discontinued production of their current cruiser model. He has researched the matter and elected to go with the Dodge cruiser as a replacement. These vehicles are utilized by the State Police as well. The sticker price of the vehicles is less than the Ford model.

Chief Patridge mentioned that Officer Scott Strickland has left the Department to take a position at Plymouth State University (PSU) Police. Chief Patridge asked the Board to sign a six-month appointment for Officer Strickland in his role as a PSU Officer. The Board and Chief Patridge had a discussion with regard to revising the current agreement in place with PSU for appointing officers. The Board also discussed reviewing the current PSU life-safety agreement language as well. The Town Administrator will forward a copy of both documents to Town Counsel for their review and comment.

Chief Patridge will begin the process of filling the vacancy created with Officer Strickland resignation. position.

The Board thanked Chief Patridge for attending the meeting.

New Business cont.: Polling Schedule for the November 6th election-the Board discussed a schedule for covering the polling place on election day. The Board established the following schedule:

Ms. White: 8AM to 10AM
Ms. Connelly: 10AM to Noon
Mr. Laverack: Noon to 2PM
Mr. Brickley: 2PM to 4PM
Mr. Francesco: 4PM to 7PM
Messrs. Brickley, Laverack and Francesco will be available to sign the sealed ballot containers after the votes have been counted.

Old Business: None

Public Participation: None

Town Administrator's Report to the Select Board

October 29, 2018

Meetings- October 26-Lakes Region Managers Meeting @ Noon in Gilford

October 29- Holderness School 1:30

November 1 – SLA Button Up Workshop 7PM

November 5- Department Head 11 AM

November 6-Election Day

November 7-Health Officers Meeting, Concord

1. Hopefully, we will be able to complete the MS-1 in time for the meeting so we can proceed with setting the new rate. Everything else is ready to go.
2. Department Head operating budgets are due next Friday. I am working on all of the other sections of the budget with a goal of having a draft to the Board in late November and the budget packets ready for the Budget Committee in early December as planned.

Board Member Reports: None

With no further business to come before the Board, Mr. Brickley made a motion to adjourn the meeting at 7:02PM. Mr. Francesco provided a second. The Board voted 5-0 in favor of adjournment. Respectfully submitted,

Michael R. Capone
Town Administrator