

**Holderness Select Board  
Meeting Minutes  
April 1, 2019**

**Select Board Members Present:** Jill White, Chair, Woodie Laverack, Vice Chair, Sam Brickley, Peter Francesco and Kelly Schwaner.

**Others Present:** Town Administrator- Michael Capone, Jenny Evans

**Call to Order:** The meeting was called to order at 5:00 PM

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

**Approval and Signing of Payroll and Payable Checks:** Mr. Francesco moved, with a second from 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:** Mr. Francesco moved, with a second from Mr. Laverack to approve the minutes of the March 18, 2019 meeting as written. The motion was passed by a vote of 5-0.

**Consent Agenda/Signature File:**

Appointment Slip (1) Conservation Commission.

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

**Department Head Visits:** None

**New Business:** Review and Approval of the Revised Beach Ordinance – The Town Administrator noted that the document had been circulated to the Board for their individual review in advance of the meeting. Mr. Francesco made a motion to approve the ordinance as written with a second from Ms. Schwaner. Ms. White commented on the thoroughness of the revision process and thanked Wendy and the Recreation Committee for their work on the document. With no further discussion, the Board voted 5-0 in favor of the motion. The individual members then signed the ordinance.

**Old Business:** None

**Public Participation:** None

**Town Administrator's Report to the Select Board  
April 1, 2019**

Meetings- April 8- Department Head 11AM, JLMC 12 Noon

1. Amy and I will be meeting with representatives from Primex on Tuesday, April 2, 2019 to begin our review of our current Personnel Policy with the goal of updating and revising it as required. The finished product should reflect any changes to federal regulations as well as any other changes we deem

necessary. A draft of the revised policy will be made available for review and consideration by the Board in the coming weeks.

2. Our assessors are currently out in the community doing pickups. A notice has been posted on the website advising residents that they are out and about. We expect they will be here for about 4 weeks.

3. I have been researching website developers we may wish to consider as an alternative to our current provider. You may recall that we were informed that our current website will not be supported after December 31, 2019. One vendor has particular appeal, but I would like to review the information with Amy and others prior to coming to the Board with a recommendation.

4. A quick capital equipment update: The forestry truck retrofit is almost complete. Just finishing up the wiring for the lights and they should be good to go. We have ordered the Loader/Backhoe for the Highway Department. No delivery date yet. The vendor is aware that no payment will be due prior to July 1 should we receive it before then. Jake does not plan to order the cruiser until July with a September delivery planned.

5. Eleanor and I met with Holderness Community Church representatives to advise them of our plans to recommission the well at the Public Safety building. They were in support of the plan.

6. The NH Supreme Court will hear oral arguments on the Northern Pass appeal on May 15th.

7. A hearing on the preliminary injunction for the ConVal school funding lawsuit is scheduled for 3/29. It seems likely that the judge will not address the SWEPT issue as part of his order on the preliminary injunction.

8. Still waiting to hear back from some folks on a request for information on Huckins Hill. May be able to wrap this up shortly one way or the other.

9. I will be discussing the possible implementation of the Primex Prime 3 program at the Joint Loss Management Committee meeting on April 8th. I met with our Primex Representative this week and it would appear that we can gain eligibility with some minor changes to our current operations and an update of some of our policies.

10. The Budget vs. Actual reports through the end of March indicate that revenues are on target with projections and overall expenses are slightly lower than projected for the year.

#### **Board Member Reports:**

**Mr. Brickley:** wanted to acknowledge and thank Chief Patridge for his excellent presentation to Mr. Brickley's Criminal Justice Class at the University.

**Ms. White:** asked the Board to consider some options for an employee appreciation /recognition event in early June.

She also asked the Board to consider what date in May to hold the Community Business Meeting and who from the Board should attend. The Town Administrator will inquire as to the availability of the Library Community Room for the meeting and advise the Board.

With no further business to come before the Board, Mr. Brickley moved, with a second from Mr. Francesco, to adjourn the meeting at 6:28PM. The Board voted 5-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone  
Town Administrator